



Mainstream  
initial teacher  
training

fundraising  
manual

for academic year  
**2009/10**



*developing people, improving young lives*

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Section

# Mainstream ITT funding

This section describes the Training and Development Agency for Schools (TDA) funding arrangements for mainstream initial teacher training (ITT), including how providers' funding allocations are calculated.

## Overview

- 1.1 The TDA accredits institutions to deliver mainstream initial teacher training (ITT) courses, which consist of undergraduate and postgraduate routes leading to qualified teacher status. Trainees may study full- or part-time and, for some postgraduate routes, a flexible route is offered. Mainstream routes into ITT are offered by higher education institutions (HEIs) and school-centred ITT providers (SCITTs).
- 1.2 This manual is designed to be a guide to managing your TDA funding for mainstream ITT programmes and represents part two of the financial memorandum between the TDA and HEI and non-HEI providers. This manual covers the main aspects of ITT funding, although there may be exceptional circumstances that it does not directly address. In these circumstances, please contact the Funding Team at [ittfunding@tda.gov.uk](mailto:ittfunding@tda.gov.uk)
- 1.3 Providers are allocated mainstream funding each academic year to be used for ITT within that year, for both new entrants and continuing trainees of ITT. Each category of teacher training programme is attributed a different unit of funding. These units are then used in conjunction with a provider's allocated places for new and continuing trainees to determine the total funding payable by the TDA.

The units of funding are determined taking into account:

- the total amount of funding available to allocate
- the total number of places the TDA is required to fund, and
- the price weighting factors the TDA has given each category of place, reflecting agreed cost and policy differentials.

## Allocated places for new entrants

- 1.4 Providers will receive notification of their new entrant allocations in the academic year prior to which they apply. In some instances the TDA may allocate places for more than one year in order to ensure greater continuity for providers.
- 1.5 The allocated places for new entrants can be amended by agreement with the ITT Provider and Market Management Team in advance of the census date (second Wednesday of October). The TDA requires providers to give enough notice of significant adjustments to their allocations or provisions. At the very latest, the TDA would expect to be given notice of a course closure by the December before the beginning of the academic year in which the course was planned to start. This will give reasonable and sufficient notice of closure of courses for potential ITT trainees to consider alternatives and for the TDA to reassign places if required. The TDA will only amend allocations after the census in exceptional circumstances. Contact the ITT Provider and Market Management Team at [allocations@tda.gov.uk](mailto:allocations@tda.gov.uk) to request an allocations change.

## Allocated places for continuing trainees

**1.6** Providers are allocated funding for their continuing trainees. These are trainees on existing courses who will continue onto a further year of their programme. The TDA allocates continuer funding based on a forecast using a provider's historical data. The TDA will adjust continuer allocations for a provider if they are found to be too low. Providers should contact the Funding Team at [ittfunding@tda.gov.uk](mailto:ittfunding@tda.gov.uk) to discuss any adjustments.

## Eligibility for TDA funding

**1.7** Providers may only use TDA allocated places for trainees who are eligible for TDA funding. The following categories of trainees are not eligible and cannot be funded by the TDA:

- overseas trainees, ie, trainees who do not meet the definition of home or EC trainees as set out in the Education (Student Support) Regulations available at [www.opsi.gov.uk](http://www.opsi.gov.uk)
- trainees who are self-funded
- trainees domiciled in the Isle of Man or the Channel Islands (although these trainees may still be eligible for the training bursary)
- trainees attending ITT courses to become adult or further education teachers
- trainees taking an employment-based ITT course on the Graduate Teacher Programme (GTP), the Registered Teacher Programme (RTP) or the Overseas Trained Teacher Programme (OTTP)
- trainees taking continuing professional development (CPD) such as postgraduate professional development (PPD)

- teachers who already have qualified teacher status (QTS), except where the TDA allows special dispensation
- overseas trained teachers who are qualified from their country of origin and who would fall under the General Teaching Council for England's (GTCE) reciprocal QTS arrangements
- trainees who meet the definition of home or EC trainees but for whom the ITT provider receives funding from another public or private source, including the trainees themselves
- trainees on ITT courses for which the TDA is not the main source of funding
- incoming trainees on exchange programmes
- trainees who have interrupted their studies and intend to return the following year
- trainees on year zero foundation courses or pre-ITT preparation courses
- trainees taking courses that will not enable them to meet the QTS standards by completing the course, and
- trainees on pre-ITT subject knowledge enhancement (SKE) courses.

## Home students

**1.8** The fee status category that a trainee falls into will help determine whether they are eligible for TDA funding. Trainees must have home or EU status in order to be eligible. If a trainee has 'overseas' status, then they will not be eligible. More information can be found on how to determine a trainee's fee status at [www.direct.gov.uk](http://www.direct.gov.uk)

# Mainstream ITT funding

This section describes the Training and Development Agency for Schools (TDA) funding arrangements for mainstream initial teacher training (ITT), including how providers' funding allocations are calculated.

## Units of funding

- 1.9** The data tables in section 8 show the units of funding per place for the current academic year. They also show the price weighting factors used by the TDA to calculate the units of funding for the different categories of place.
- 1.10** New entrants to non-standard postgraduate courses (flexible and part-time programmes) attract a higher unit of funding. The price weighting factor has a 10 per cent uplift compared to a standard postgraduate course. This ensures the TDA's price weighting differentials are aligned with those of the Higher Education Funding Council for England (HEFCE), and reflect the additional costs associated with non-standard courses. For non-standard courses the TDA will pay a single unit of funding based on new entrant registrations instead of splitting it over the period of the course.

## Primary modern languages

- 1.11** From AY2009/10 the ITT Funding Team will pay providers electronically to run the primary modern languages scheme, of which the allocated places form a subset of their primary general allocation. Providers will be paid a unit of funding based on allocations agreed with the Government Initiatives Team. Providers will be paid electronically by BACS in October, and the TDA will recover funding for any unused places within the same academic year in February. The unit of funding is to cover all assessment and admin costs that may be incurred during the student's placement in their country of study. Details of the unit of funding can be found in section 8 of this funding manual.

## Payment arrangements

- 1.12** The TDA pays providers mainstream funding in monthly instalments throughout the academic year, from August to July. Payments are made electronically by BACS at the start of each month.
- 1.13** The TDA aims to pay between 60 and 70 per cent of the mainstream funding allocation during the eight-month period from August to March, and the balance over the remaining four-month period from April to July.
- 1.14** The TDA manages an extranet website so that providers can access their payment profile at any point. This sets out the timings and amounts to be paid for each funding stream. It provides a record of payments made and a profile of future payments.
- 1.15** The payment profile is revised during the course of the academic year, so providers are encouraged to check the extranet regularly. The profiles are made available on the extranet before the start of the academic year. The extranet can be accessed at <https://ittprovider.tda.gov.uk> and any questions can be directed to [ittfunding@tda.gov.uk](mailto:ittfunding@tda.gov.uk)

# Mainstream funding recovery (holdback)

This section explains how the TDA recovers all or some of the allocated mainstream funding from providers for places that remain unfilled. This process is called holdback.

## Overview

- 2.1** The TDA collects data from providers on their recruitment to allocated places through the ITT trainee numbers census in October each year. Providers report both actual and forecast registrations. Forecast registrations are those who are not on course at census date but are expected to register later in that year. The sum of these gives the new entrant total. Only trainees eligible for TDA funding can be included. The TDA will write to providers shortly after the census to inform them of their provisional holdback calculations.
- 2.2** The TDA makes an adjustment to providers' forecast registration information at the end of the academic year. It will replace forecast registrations with the actual number of post census registrations. The TDA will write to providers with the final holdback calculations.

## Calculation of holdback

- 2.3** There are four mainstream funding recovery schemes used to calculate a provider's overall holdback:
- Scheme 1 – unfilled science and mathematics new entrant allocations with concessions
  - Scheme 2 – unfilled new entrant allocations in other secondary priority subjects with concessions
  - Scheme 3 – unfilled new entrant allocations in other secondary non-priority and primary subjects, and
  - Scheme 4 – adjustments for continuing trainee places in all subjects.
- 2.4** A list of priority and non-priority subjects for each scheme can be found in section 8. In each of these four recovery schemes, places and funding are ring-fenced. This means that providers cannot offset over-recruitment in one scheme against under-recruitment in another. Where providers expect over- and under-recruitment across schemes, they should contact the ITT Provider and Market Management Team (at [allocations@tda.gov.uk](mailto:allocations@tda.gov.uk)) before the October census to discuss any possible adjustments to their allocated numbers.
- 2.5** However, providers have flexibility within each recovery scheme to reduce their number of unfilled places. Over-recruitment for one subject can be offset by under-recruitment for another subject within the same scheme. However, providers should be aware when exercising this flexibility that excessive under- or over-recruitment in a subject could lead to future allocation penalties (see [www.tda.gov.uk/allocations](http://www.tda.gov.uk/allocations) for a more detailed explanation of allocation penalties).
- 2.6** The TDA calculates the number of allocated places in each scheme that remain unfilled. The amount of funding associated with the unfilled places is then calculated by multiplying these places by the appropriate unit of funding.
- 2.7** The TDA does not always recover the total amount of mainstream funding associated with a provider's unfilled places. The TDA guarantees an overall holdback disregard of at least £20,000. Each scheme has separate concessions and disregards that allow providers to keep some of their unused funding (these are set out below in the rules for each scheme).

# Mainstream funding recovery (holdback)

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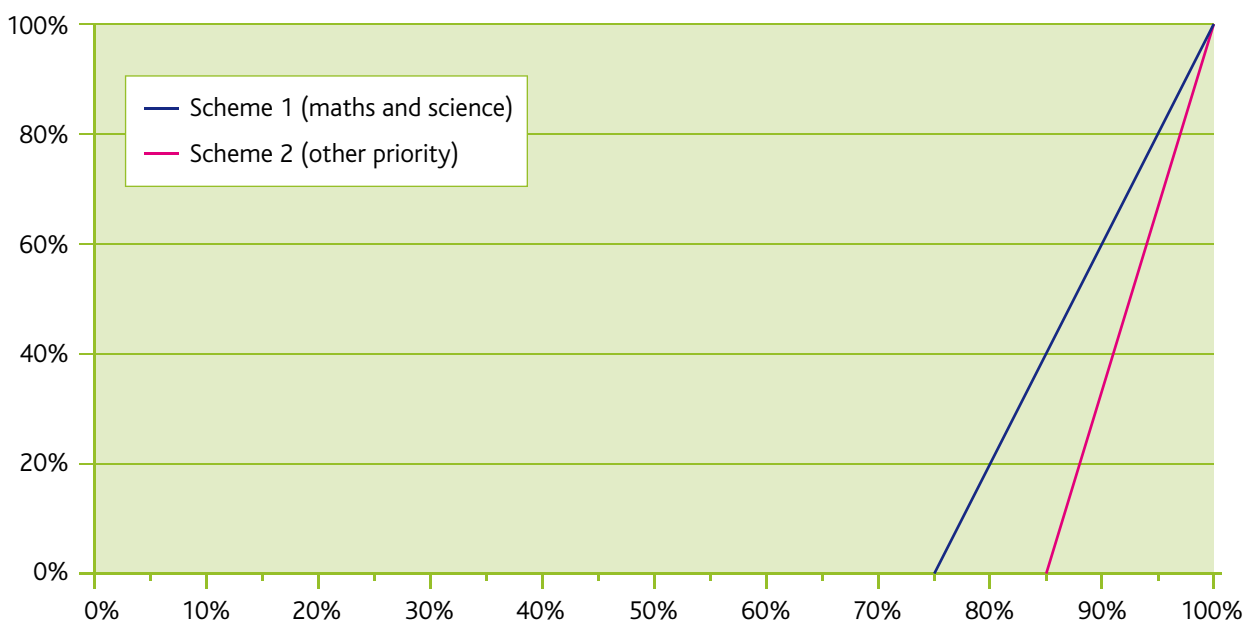
- 2.8** If the concessions for each scheme total less than £20,000 the TDA will provide an additional disregard to increase a provider's overall disregard to £20,000. If the concessions relating to each individual scheme total more than £20,000 the TDA will not provide any additional disregard.

## Secondary priority places (schemes 1 and 2)

### Concessions

- 2.9** Although these schemes are treated separately, the concessions for schemes 1 and 2 are both dependent on the overall percentage of places filled in each scheme. Therefore, if a provider's recruitment is high in scheme 1 or 2 they will receive a concession allowing them to keep some of their unused funding.
- 2.10** The overall recruitment percentage rate of allocated places that a provider fills in
- each scheme is calculated using headcount registrations. This percentage is used to calculate the percentage concession that the provider is entitled to.
- 2.11** These percentage concessions are then multiplied by the funding associated with unfilled places for each scheme to calculate the concession values.
- 2.12** The graph below shows the concession a provider will receive depending on their percentage recruitment rate for schemes 1 and 2.
- 2.13** As a summary of this graph:
- **Maths and science places (scheme 1)** – providers will receive a concession if their recruitment rate is greater than 75 per cent. A lower recruitment rate than this will not attract a concession. The concession percentage will increase by four per cent for every one per cent increase in the recruitment rate above 75 per cent.

### Percentage places filled



- **Other secondary priority places (scheme 2)** – providers will receive a concession if their recruitment rate is greater than 85 per cent. A lower recruitment rate than this will not attract a concession. The concession percentage will increase by 6.7 per cent for every one per cent increase in the recruitment rate above 85 per cent.

**2.14** For example, a provider who fills 90 per cent of their mathematics and science allocated places will get a concession enabling them to keep 60 per cent of their unused mainstream funding relating to mathematics and science places. Likewise, if a provider recruited 90 per cent of their other secondary priority allocated places, they will get a concession allowing them to keep 33.5 per cent of their unused mainstream funding relating to other secondary priority places.

**2.15** The sliding scale concessions applied to the secondary priority subject recovery schemes set an appropriate balance between the incentive to providers to fill their allocated places, and the financial risk the TDA can share with providers for running courses in challenging subject areas. The scale for mathematics and science (scheme 1) starts at a lower point than that for other priority subjects (scheme 2) as the recruitment challenge is greater. A full breakdown of the sliding scale concessions can be found in section 8 of this funding manual.

### Over-recruitment

**2.16** Where providers over-recruit in mathematics and science subjects, the TDA will reimburse in full for these trainees. However, providers are encouraged to discuss any over-recruitment with the ITT Provider and Market Management Team in advance.

**2.17** Where providers over-recruit in other priority secondary subjects the TDA will not, as part of the holdback methodology, reimburse for these trainees. Instead, providers who foresee over-recruitment are asked to contact the TDA to discuss adjustments to their allocations. Decisions on this will take into account both the national position against targets and the provider's future allocations. In all cases providers are encouraged to contact the ITT Provider and Market Management Team as early as possible.

### Secondary non-priority and primary places (scheme 3)

#### Concessions

**2.18** There are no concessions to holdback for scheme 3. Therefore the TDA will recover all of a provider's unused mainstream funding associated with unfilled allocated places for this scheme.

#### Over-recruitment

**2.19** Where providers over-recruit in scheme 3, the TDA will not make any reimbursements for these trainees. Providers who foresee over-recruitment in these subjects should contact the ITT Provider and Market Management Team as early as possible. Providers who repeatedly over-recruit to these subjects may be subject to recruitment penalties, resulting in an equivalent reduction to their future allocations.



# Mainstream funding recovery (holdback)

This section explains how the TDA recovers all or some of the allocated mainstream funding from providers for places that remain unfilled. This process is called holdback.

## Continuing trainee places (scheme 4)

- 2.20** There are no concessions to holdback for scheme 4. The TDA will recover all of a provider's unused mainstream funding associated with unfilled allocated places for continuing trainees in all subjects. The TDA will fund providers in full for extra continuing trainees above their allocation.
- 2.21** As part of the census, providers enter trainees who are repeating all or part of a year of their ITT course as 'other' registrations. These are split between trainees repeating 50 per cent or more and those repeating 50 per cent or less. The TDA will normally only fund 'other' trainees who are repeating 50 per cent or more of their course. These will be treated as full registrations and funded through the holdback calculations as additional continuer trainees.

## Audit returns

- 2.22** Providers are required to submit an audit return of TDA grant funding following the end of each academic year. Details of the audit are given in a letter sent to providers by the TDA Finance Team each summer. The deadline for receipt of audited accounts is 31 December, although in exceptional circumstances this may be amended in written agreement with the TDA.
- 2.23** If the TDA receives the audit return after this deadline, providers will lose all or a proportion of their holdback concessions and disregards. The concession will decline in line with the number of days by which the audit return is late.
- 2.24** Providers will lose one per cent of their concession per day for the first 20 days, and two per cent per day after that. This means that if the audit return is not received within two months of the deadline the provider will lose their entire concession.

## Recovery of holdback

- 2.25** Holdback will be recovered the following academic year in monthly instalments from August to January inclusive by offsetting the recovery against other payments from the TDA. Providers are advised to contact the ITT Funding Team if they wish to vary the timings and instalments of funding to be recovered.

## Summary of holdback

**2.26** The table below summarises the holdback process, including the allowances and concessions operated for each scheme.

	Recovery	Concession	Over-recruitment allowance
<b>Scheme 1 – science and mathematics</b>	Under-recruitment recovered after concession allowance	Sliding scale starting at 75 per cent	All over-recruitment fully funded
<b>Scheme 2 – other secondary priority subjects</b>	Under-recruitment recovered after concession allowance	Sliding scale starting at 85 per cent	Over-recruitment will not be funded without allocation adjustment
<b>Scheme 3 – non-priority secondary and primary</b>	All under-recruitment recovered with no concession available	None	Over-recruitment will not be funded
<b>Disregard</b>		Up to £20,000	
<b>Scheme 4 – continuing trainees</b>	All under-recruitment recovered with no concession available	None	All over-recruitment fully funded

**2.27** An Excel-based holdback calculator is made available to providers through the TDA website [www.tda.gov.uk/ittfunding](http://www.tda.gov.uk/ittfunding) This calculates a provider’s anticipated holdback in advance and can also be used to predict holdback based on a provider’s expected registrations.

# Mainstream recruitment premiums

This section sets out the mainstream funding premiums payable to providers for recruitment to certain high priority subjects.

## Overview of premiums

- 3.1** The TDA pays some additional mainstream funding premiums to providers for their recruitment to subjects that are key Government priorities.
- 3.2** The premiums are split into the following priority areas:
  - **Specialism premiums** – to reward recruitment of specialist trainees in key subject areas.
  - **Standard recruitment premiums** – to reward improvements in recruitment to certain priority subjects.
- 3.3** A current list of which subjects are in each priority area and the current value of the premium can be found in section 8.
- 3.4** Premiums are not part of standard mainstream funding and they change each year. The TDA assesses the current priority areas and designs premiums to meet them. This includes a review of the effectiveness of recruitment premiums in light of the balance between the supply of, and demand for, newly qualified teachers (NQTs).
- 3.5** These premiums are designed to reward improved performance, to help providers further improve their recruitment and retention rates in challenging areas, and to encourage the use of TDA funded SKE courses. Providers have full flexibility on how they achieve these aims, though the TDA expects that premiums will be used to help develop and aid recruitment and retention measures in these subjects.

## Specialism premiums

- 3.6** The TDA will pay providers a specialism premium for all trainees recruited to the specialist subject areas. This will be based on the registration information to the specialist subjects declared by providers in the census.
- 3.7** To be eligible to receive a specialism premium the course must enable the NQT to teach the specialist subject to ages 11 to 16 and/or 16 to 19.
- 3.8** For the purposes of premiums a specialist teacher is defined as:
  - a qualified teacher with a degree (or equivalent qualification) or postgraduate qualification in the specialist subject, or a degree (or equivalent qualification) incorporating a significant element of the subject, or
  - a qualified teacher who specialised in the specialist subject during their ITT, or a qualified teacher who has successfully completed a pre-ITT subject enhancement course in the specialist subject area.
- 3.9** It is not a requirement that an ITT trainee taking a specialist course has a degree or equivalent qualification in their specialism. However, providers are expected to ensure that trainees have enough subject knowledge to teach the National Curriculum of their specialism and that it is in accordance with the QTS standards. Suitable trainees may have already taken an SKE course funded by the TDA to boost their specialist subject knowledge.

**3.10** Providers planning to set up a specialist course must contact the Quality and Inspection Team at the TDA to ensure that quality and inspection issues are considered when developing these courses, and their provider link adviser, who will be able to advise and help with marketing and recruitment.

### Standard recruitment premiums

**3.11** These recruitment premiums are aimed at rewarding sustained good recruitment and, to a greater extent, improved recruitment. Providers will be awarded standard mainstream recruitment premiums for every additional new entrant they register for the applicable subjects, compared to a calculated baseline specific to each provider.

**3.12** The baseline will be calculated for each subject attracting a standard recruitment premium, using the provider's historical new entrant registrations for the previous three academic years. The baseline is set at 95 per cent of the average recruitment over these years, with the provider receiving a premium for all new entrant trainees recruited above this baseline.

**3.13** The following example shows how the standard recruitment premiums are calculated:

- Average recruitment over the previous three years = 40
- Recruitment premium baseline (95 per cent of 40) = 38
- New entrant registrations = 42
- Number of registrations attracting a recruitment premium (42–38) = 4

This number will then be multiplied by the current premium value as found in section 8.

**3.14** For new providers or existing providers who have started a new course in a subject which attracts a standard recruitment premium, the baseline will still be calculated based on an average of the previous three years. Therefore, this will include the years when new registrations were zero. For example, a provider starting a new subject will have a baseline of zero, and will receive a premium for all of their new entrant registrations to that subject. A provider who started a new subject the previous year with nine registrations will have a baseline of three.

### Payment of premiums

**3.15** Specialism and standard recruitment premiums will be paid to providers at either the beginning of March or April for the academic year in which they apply. Details of the amounts paid for standard and specialism recruitment premiums can be found in section 8 of this document.

# Tuition fees

This section sets out the conditions that all ITT providers receiving TDA funding for ITT provision must follow with regard to charging tuition fees to trainees.

## New entrant trainees

- 4.1** As a condition for receiving a TDA grant for all standard mainstream ITT courses (undergraduate, postgraduate and flexible courses), providers must comply with the provisions of any access agreements in force, as approved by the Office for Fair Access. Where there is no access agreement in force, the maximum prescribed fees that may be charged per year to eligible students ('the basic amount', as defined in the Higher Education Act 2004) are set by the Department for Innovation, Universities and Skills.

## Flexible postgraduate assessment-based options

- 4.2** Trainees on postgraduate assessment-based options cannot access the standard package of student support (including tuition fee loans) as set out in the current Education (Student Support) Regulations, found at [www.opsi.gov.uk](http://www.opsi.gov.uk) Therefore, the TDA imposes a restriction that providers may not charge trainees any tuition fees for these courses.
- 4.3** In recognition of the fee income that a provider would otherwise have received, the TDA will supplement the grants it pays towards flexible assessment-based options. The TDA will pay an increased unit of funding for these courses, which will include the tuition fee contribution.

## Continuing flexible trainees

- 4.4** Trainees who started a flexible postgraduate ITT course in either AY2006/07 or AY2007/08 and are continuing their studies must not be charged a tuition fee and will continue under the previous arrangements. This means that providers with continuing trainees on flexible courses that started prior to AY2008/09 may not charge a tuition fee.
- 4.5** In recognition of the fee income that the provider would otherwise have received, the TDA will supplement the grants it pays for flexible continuing trainees. The rate paid by the TDA will be based on the maximum permitted chargeable fee, as approved by the Director of Fair Access.

## Old system trainees

- 4.6** 'Old system' tuition fee arrangements will continue to apply for trainees who started their ITT course before 1 August 2006. These trainees are not covered by the main fee arrangements set out above, and providers must not charge more than the basic tuition fee amount.

# Non-HEI/FEC capital funding

This section sets out how capital funding is allocated to providers which are neither higher education institutions nor further education colleges.

## Capital funding

- 5.1** Every non-HEI/FEC ITT provider will receive a capital funding allocation based on the total number of new entrant places they have been allocated.
- 5.2** The current rates used to calculate non-HEI capital funding can be found in section 8.
- 5.3** Non-HEI/FEC ITT providers may only use their capital funding allocation to support expenditure on minor alterations to existing buildings or to buy fixed assets, equipment or vehicles with an expected life of more than one year. Examples include redeveloping training rooms or offices used for providing ITT, or buying computers, photocopiers, etc, which will last more than one year and be used for ITT.

## Carry forward of capital funding

- 5.4** Capital funding that was allocated but not used in the last academic year has been allowed to be carried forward into the current academic year.
- 5.5** Unused capital funding will automatically be carried forward to allow providers to increase their current allocation by up to three times the current year's funding. This will be shown as an increase to their current allocation.
- 5.6** For instance, a provider who has £20,000 worth of unused non-HEI capital funding, but a £5,000 non-HEI capital funding allocation for AY2009/10, will be able to carry forward £10,000 of their unused funding, bringing their total allocation for AY2009/10 to £15,000.

- 5.7** Non-HEI/FEC ITT providers may anticipate their capital funding allocation for the next academic year and bring forward part of that allocation for use in the current academic year. This arrangement, including the amount, will need to be agreed with the TDA.

## Payment and audit of capital funding

- 5.8** The TDA will pay capital funding in 12 instalments over the academic year. Payments are made electronically by BACS at the start of each month, and should reach providers' accounts on the third working day of each month.
- 5.9** As part of the annual audit returns at the end of each academic year, non-HEI/FEC providers will be asked to submit a return to the TDA showing how much of their capital funding allocation they have used. Any unspent amounts will be carried forward into the following academic year as set out above in this section.

# Black and minority ethnic (BME) funding

This section explains how black and minority ethnic (BME) funding works and how it is paid to mainstream ITT providers.

## Recruitment and retention funding

- 6.1** The TDA provides funding for providers to support expenditure on improving recruitment and retention for trainees from BME backgrounds.
- 6.2** Allocated BME funding is calculated for two key areas:
- BME retention funding – to be used to support the ongoing costs of retention and tailoring courses for existing BME trainees, and
  - improved BME recruitment funding – to reward providers for improving their recruitment of BME trainees.
- 6.3** Funding for the academic year should be spent on the retention of BME trainees on programmes in the same year and recruitment work for trainees starting in the following academic year.

## Allocation of BME funding

- 6.4** The TDA calculates BME retention funding for the current academic year based on the total number of BME trainees recruited in the previous academic year using data supplied from the census. The units of funding for the current year are available in section 8 of this document. These units of funding are then multiplied by the number of BME trainees recruited in the previous academic year to calculate the total funding for each provider.
- 6.5** The TDA will pay providers an improved recruitment premium per new BME trainee if their number of BME new entrants is higher than that of the previous year. The current rates for BME funding can be found in section 8 of this guidance. Providers are paid their BME funding at the start of the academic year as a lump sum.

## Audit and carry forward arrangements

- 6.6** BME funding is ring-fenced and providers will be expected to report expenditure relating to BME-specific activities up to 31 July as part of their externally audited accounts.
- 6.7** BME funding that was allocated but not used in the last academic year has been allowed to be carried forward into the current academic year.
- 6.8** Unused BME funding will automatically be recovered and carried forward to increase their current allocation by the amount they did not use. This will be shown as an increase to their current allocation.
- 6.9** The TDA will recover any unused BME funding but will also let providers carry that amount into the next academic year. This will be shown as an increase to their annual BME allocation.

## Recruitment and retention challenge grant

- 6.10** For providers who do not recruit any BME trainees, a fund is available to support activities that address BME recruitment, or other activities which support improving diversity, including supporting trainees with disabilities or addressing gender imbalance. This funding is called the recruitment and retention challenge grant, and providers should discuss their requirements with their provider link adviser who will then coordinate a bid for funding.

# Additional experience funding

This section sets out the funding for additional experience courses.

## Overview

**7.1** The additional experience course is designed to be taught in addition to the standard ITT course. These courses should be a clearly identifiable additional element. Currently the additional experience courses are being run for 14–19 diplomas to provide trainees with an enhanced understanding of a particular diploma line. Trainees are only eligible to go on additional experience courses if they are on a TDA funded ITT course.

## Allocation of places

**7.2** Additional experience places will be allocated to providers by the ITT Provider and Market Management Team. These places can, from time to time, be adjusted, and providers are encouraged to contact the TDA to discuss adjustment at [allocations@tda.gov.uk](mailto:allocations@tda.gov.uk). The TDA will allocate funding for additional experience places by multiplying the number of allocated places by the appropriate unit of funding. Current units of funding are set out in section 8 of this document.

## Funding

**7.3** The TDA will pay providers their allocated funding for the current year based on allocations. Where places remain unfilled, full funding for these will be recovered. The unit of funding is assumed to include costs associated with monitoring and evaluating the scheme, and collecting and providing data and other information to the TDA.

## Data collection and funding adjustment

**7.4** It is a condition of funding that secondary ITT providers of additional experience places cooperate fully with periodic requests by the TDA for information about take-up of experience places by trainee teachers. It is also a condition of funding that providers monitor and evaluate their additional experience schemes, and provide information to the TDA about the effectiveness of the delivery of the additional experience places by their institution.

**7.5** The TDA will collect data from providers on the number of places filled by trainees eligible for additional experience funding. This will be undertaken at the end of each academic year to ensure all possible registrations are included. The TDA will then calculate the funding relating to unfilled places and adjust the funding for these unfilled places. Recovery will be made in the standard way by offsetting it against other payments made by the TDA through its payment profile. The TDA will write to providers in advance to inform them of the timings and amounts to be recovered.



# Units of funding and subject groups

## Mainstream ITT units of funding for AY2009/10

### National units of funding

This table contains the units of funding for providers outside London

Subject group	Level	Price weighting factor	Units of funding
Secondary priority high cost	PG/UG – standard	1.307	£ 6,000
	PG – flexible or part-time	1.438	£ 6,610
Secondary priority	PG/UG – standard	1.174	£ 5,390
	PG – flexible or part-time	1.291	£ 5,930
Secondary non-priority	PG/UG – standard	1.137	£ 5,220
	PG – flexible or part-time	1.251	£ 5,750
Primary – HEI/FEC	UG – standard	1.000	£ 4,590
	PG – standard	1.308	£ 6,010
	PG – flexible or part-time	1.439	£ 6,610
Primary – non-HEI	PG – standard	1.355	£ 6,220
	PG – flexible or part-time	1.491	£ 6,850
<b>Assessment-based options</b>		0.810	£ 3,720

## Mainstream ITT units of funding for AY2009/10

### Outer London units of funding

This table contains the units of funding for providers located in outer London

Subject group	Level	Price weighting factor	Units of funding
Secondary priority high cost	PG/UG – standard	1.372	£ 6,300
	PG – flexible or part-time	1.510	£ 6,940
Secondary priority	PG/UG – standard	1.232	£ 5,660
	PG – flexible or part-time	1.356	£ 6,230
Secondary non-priority	PG/UG – standard	1.193	£ 5,480
	PG – flexible or part-time	1.314	£ 6,040
Primary – HEI/FEC	UG – standard	1.050	£ 4,820
	PG – standard	1.372	£ 6,300
	PG – flexible or part-time	1.511	£ 6,940
Primary – non-HEI	PG – standard	1.422	£ 6,530
	PG – flexible or part-time	1.566	£ 7,190
<b>Assessment-based options</b>		0.851	£ 3,910

# Units of funding and subject groups

## Mainstream ITT units of funding for AY2009/10

### Inner London units of funding

This table contains the units of funding for providers located in inner London

Subject group	Level	Price weighting factor	Units of funding
Secondary priority high cost	PG/UG – standard	1.372	£ 6,480
	PG – flexible or part-time	1.510	£ 7,130
Secondary priority	PG/UG – standard	1.232	£ 5,820
	PG – flexible or part-time	1.356	£ 6,400
Secondary non-priority	PG/UG – standard	1.193	£ 5,630
	PG – flexible or part-time	1.314	£ 6,210
Primary – HEI/FEC	UG – standard	1.050	£ 4,960
	PG – standard	1.372	£ 6,480
	PG – flexible or part-time	1.511	£ 7,140
Primary – non-HEI	PG – standard	1.422	£ 6,720
	PG – flexible or part-time	1.566	£ 7,390
<b>Assessment-based options</b>		0.851	£ 4,020

Assessment-based courses are treated separately to all other mainstream ITT courses. They are funded at a single rate for all subjects, which includes a contribution to the cost of tuition fees. Further details of this can be found in section 4.

Note: The mainstream ITT funding arrangements are set out in sections 1 and 2 of the mainstream ITT funding manual.

## Priority and non-priority subject groups

This table shows which subjects fall within the different subject group categories

ITT subject specialism		
Priority high cost	Priority	Non-priority
Applied science	Applied ICT	Applied art and design
Design and technology	ICT	Applied business
Engineering	Mathematics	Art and design
Manufacturing	Modern languages	Business studies
Science	Music	Citizenship
	Religious education	Classics
		Dance
		Drama
		English
		Geography
		Health and social care
		History
		Leisure and tourism
		Media studies
		Physical education
		Primary
		Psychology
		Social sciences
		Diploma – Business, administration and finance
		Diploma – Creative and media
		Diploma – Society, health and personal development

# Units of funding and subject groups

## Additional experience 14-19 diploma funding

Unit of funding	Diploma specialism
<b>£1,100</b>	<ul style="list-style-type: none"> <li>Diploma – Construction and the built environment</li> <li>Diploma – Environmental and land-based studies</li> <li>Diploma – Hair and beauty studies</li> </ul>
<b>£1,000</b>	<ul style="list-style-type: none"> <li>Diploma – Business, administration and finance</li> <li>Diploma – Creative and media</li> <li>Diploma – Engineering</li> <li>Diploma – Hospitality</li> <li>Diploma – Humanities</li> <li>Diploma – Information technology</li> <li>Diploma – Languages</li> <li>Diploma – Manufacturing and product design</li> <li>Diploma – Public services</li> <li>Diploma – Retail business</li> <li>Diploma – Science</li> <li>Diploma – Society, health and personal development</li> <li>Diploma – Sport and active leisure</li> <li>Diploma – Travel and tourism</li> </ul>

## Specialism premiums

Specialist subject	Value of premium
Physics	£2,000
Chemistry	£2,000

## Standard recruitment premiums

Subject	Value of premium
Mathematics	£2,000
Modern foreign languages	£2,000

Note: To find out the eligibility and funding arrangements of these premiums see section 3 of the mainstream ITT funding manual.

## Primary modern languages

Primary modern languages subject	Unit of funding
Primary French	£1,500 per trainee paid to providers in all geographical regions for all primary modern language subjects
Primary German	
Primary Italian	
Primary Spanish	

## BME funding rates

Funding purpose	Unit of funding
<b>BME recruitment and retention</b>	£500 for first 10 BME trainees; £50 per trainee thereafter
<b>BME improved recruitment</b>	£400 per improved BME new entrant

## Non-HEI capital funding rates

Funding purpose	Unit
<b>Non-HEI capital funding</b>	£8,000 or £375 per new entrant places allocated, whichever is the greater

# Units of funding and subject groups

## Holdback concessions sliding scale for schemes 1 and 2

Recruitment rate	Scheme 1 concession rate	Scheme 2 concession rate
75.0%	0.0%	0.0%
76.0%	4.0%	0.0%
77.0%	8.0%	0.0%
78.0%	12.0%	0.0%
79.0%	16.0%	0.0%
80.0%	20.0%	0.0%
81.0%	24.0%	0.0%
82.0%	28.0%	0.0%
83.0%	32.0%	0.0%
84.0%	36.0%	0.0%
85.0%	40.0%	0.0%
86.0%	44.0%	6.7%
87.0%	48.0%	13.4%
88.0%	52.0%	20.0%
89.0%	56.0%	26.8%
90.0%	60.0%	33.5%
91.0%	64.0%	40.2%
92.0%	68.0%	46.9%
93.0%	72.0%	53.6%
94.0%	76.0%	60.3%
95.0%	80.0%	67.0%
96.0%	84.0%	73.7%
97.0%	88.0%	80.4%
98.0%	92.0%	87.1%
99.0%	96.0%	93.8%
100.0%	100.0%	100.0%

## Glossary

### **B.Ed**

Bachelor of Education

### **BME**

Black and minority ethnic

### **BSc**

Bachelor of Science

### **DCSF**

Department for Children, Schools and Families

### **DIUS**

Department for Innovation, Universities and Skills

### **EBITT**

Employment-based initial teacher training

### **FEC**

Further education college

### **GTCE**

General Teaching Council for England

### **GTTR**

Graduate Teacher Training Registry

### **HEFCE**

Higher Education Funding Council for England

### **HEI**

Higher education institution

### **HESA**

Higher Education Statistics Agency

### **ITT**

Initial teacher training

### **Non-HESA HEI**

HEI who does not submit data via HESA

### **OFFA**

Office for Fair Access

### **OPSI**

Office of Public Sector Information

### **PG**

Postgraduate

### **PGCE**

Postgraduate certificate in education

### **QTS**

Qualified teacher status

### **RRCG**

Recruitment and retention challenge grant

### **SCITT**

School-centred initial teacher training provider

### **SKE**

Subject knowledge enhancement

### **UCAS**

Universities and Colleges Admissions Service

### **UG**

Undergraduate



# Glossary and contacts

## Contacts

General Teaching Council for England

[www.gtce.org.uk](http://www.gtce.org.uk)

Higher Education Statistics Agency

[www.hesa.ac.uk](http://www.hesa.ac.uk)

ITT Funding Team

[ittfunding@tda.gov.uk](mailto:ittfunding@tda.gov.uk)

ITT Provider and Market Management Team

[allocations@tda.gov.uk](mailto:allocations@tda.gov.uk)

ITT provider extranet

<https://ittprovider.tda.gov.uk>

Requirements and guidance for ITT

[www.tda.gov.uk/qts](http://www.tda.gov.uk/qts)

TDA website funding pages

[www.tda.gov.uk/ittfunding](http://www.tda.gov.uk/ittfunding)

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