



The Adult Education Budget – process for adding components to the 2016 to 2017 local flexibility offer

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Audience	Awarding organisations
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- 1 This document sets out the revised process to make eligible components of eligible qualifications available as part of local flexibility for the remainder of 2016 to 2017 within the Adult Education Budget (AEB). This replaces the process for adding components to the local flexibility offer set out in the qualifications eligibility principles document on [GOV.UK](http://gov.uk)
- 2 We are revising the process as we need additional information from you to be able to confirm that the component is eligible for funding as part of the local flexibility offer. This is following changes brought about by the withdrawal of the Qualifications and Credit Framework and introduction of the Regulated Qualifications Framework and the new Ofqual Register of Regulated Qualifications (Register).

Components in scope for funding as part of local flexibility in the AEB

- 3 For the remainder of 2016 to 2017 we will continue to include components where all of the following are met:

- they are part of a qualification that has been confirmed as being eligible for funding as part of local flexibility
 - this is at entry level, level 1 or level 2
 - the component meets specific eligibility principles set out in paragraph 7
 - you have entered information about the component (including information about the qualification that it belongs to) in Ofqual's awarding organisation portal.
- 4 However, we can no longer make components available automatically as we need you to confirm to us and to colleges and other training organisations that:
- there is a facility for learners to be registered on the component
 - the learners can achieve those components in a stand-alone context or as part of accumulating achievement towards a qualification.
- 5 We require this confirmation because it is no longer clear from the information we take from Ofqual if the component can be delivered in a stand-alone context.
- 6 We will only consider the component for funding once we have received this confirmation from you.

Eligibility principles

- 7 In order to be eligible to be included as part of local flexibility the component must not:
- link to an employer's statutory responsibility or licence to practise
 - link to a specific vendor (employer/commercial system)
 - relate to English or maths, as these components are included as part of the English and maths legal entitlement where they are part of an approved stepping stone qualification
 - relate to activity that might already be part of a learner's experience or is better delivered as non-qualification-bearing activity.

- 8 A full description of these principles can be found in the [2016 to 2017 qualification eligibility principles document](#).

Process

- 9 On a quarterly basis, we will require you to confirm those eligible qualifications whose components can be delivered in a standalone context using the [2016 to 2017 local flexibility component form](#).
- 10 You must only submit the qualification if it has been confirmed as part of the local flexibility offer and its components are not yet included in the offer. You can confirm this by searching the [Hub](#) using the “Local Flexibility” category. Further guidance on how to download information from the Hub is provided in Annex A.
- 11 You do not need to provide information about the individual components where all the components within the qualification can be delivered in a stand-alone context. We will take this information from the Register.
- 12 Where some of the components in a qualification cannot be delivered in a stand-alone context, we will need you to confirm which using the form.
- 13 Once the quarterly submission deadline closes we will apply the specific eligibility principles to the component. Where a component is eligible for funding it will be included in the [Hub](#). We have summarised this process in Figure 1.

Figure 1: Process for confirming components for the local flexibility offer



- 14 We review a component on the basis of its unit reference number. Where multiple awarding organisations have copies of the same component you must ensure that you make clear to colleges and other training organisations whether you provide a facility for component delivery. We will also be asking colleges and other training organisations to clarify this with you before they commence delivery.
- 15 We will update the 2016 to 2017 local flexibility offer with components a further two times. For us to consider components, you need to submit the additional information that we have requested by:
- 14 February 2017 to be considered as part of the [Hub](#) update in week commencing 6 March 2017. You do not need to submit to us components that have already been included as part of the offer. We have already reviewed credit based qualifications that were included as part of the local flexibilities offer and/or regulated before 26 April 2016. We have not reviewed any qualifications that were not credit based as we need you to confirm that their components can be delivered in a stand-alone context.
 - 11 April 2017 to be considered as part of the [Hub](#) update in week commencing 8 May 2017.

Contact us

- 16 If you have any queries about the revised process, please email the [**Qualifications Inbox**](#)

Annex A: identifying components that are part of the local flexibility offer

You can download from the Hub a list of qualifications and components that are part of local flexibility offer.

You can do this by:

1. Selecting 'view current downloads' from the learning aims search screen
2. Download the latest LARS csv file
3. Open the 'learning delivery category'
4. Filter the 'category ref' column to 40 for qualifications and components in the local flexibility offer. You will need to check the effective from and to dates to know if the qualification or component is eligible for funding in 2016 to 2017.