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Education & Skills
Funding Agency



Skills Funding
Agency

ESFA Inform is a monthly update from the Education and Skills Funding Agency (ESFA). Inform focuses on funding systems and data management in further education and skills.

If you have any new members of staff or existing staff that you think might find Inform useful, please ask them to email us at informnewsletter@sfa.bis.gov.uk.

Financial Assurance 2016 to 2017: Monitoring the funding rules

For Action

We have updated the funding monitoring reports with Individualised Learner Record (ILR) data from your R08 submission. You must review this data to determine whether you need to make any data corrections in your next ILR submission. Where the data is correct, you must ensure that you have the evidence to justify the funding claimed. This includes making sure that any subcontractors also meet this requirement. We will be contacting providers to ensure corrections are made where we are satisfied that the data submitted constitutes a funding error.

We have included an additional summary page which gives you information about the different budget areas covered in the reports. This page is accessible from the main reports page, and is exportable as a pdf document in the same way as the current summary page. Please refer to the [monitoring reports guidance](#) for further information about how to do this.

We have also updated report 3 – ‘continuance issues across funding years’. We have included the ‘Learner reference number’ in previous years, (this is from the ILR used in the analysis to improve the data matching across funding years where the learner reference number changed (for example, because of changing systems)).

Individualised learner record (ILR): R09

For Action

The ILR R09 data collection for the 2016 to 2017 funding year is now open and will close at 6:00pm on Friday 5 May. As always, we recommend that you submit your data as early as possible.

If you need to submit an Earnings Adjustment Statement (EAS) and you do not have access to this on the data returns tab in the Hub, please email our [Service Desk](#) or call us on 0370 267 0001 to request this.

FIS

For information

The Funding Information System (FIS) is undergoing changes as a result of new funding calculations required to support the apprenticeship service. For 2017 to 2018, we will continue to maintain FIS for:

- adult education budget funded programmes
- apprentices that started before 1 May 2017
- 16 to 19 provision

We will not include apprenticeship (funding model 36) funding calculations for new starts from 1 May 2017. However, the validation rules will include funding model 36.

FIS is not adaptable enough to meet the demands that would be placed upon it by the new apprenticeship programme. Therefore, the (new) apprenticeships funding calculation will not be available in the FIS for 2016 to 2017.

The Hub will include apprenticeship (funding model 36) funding calculations for new starts from May 1 2017. So providers will be able to access the earning calculation here. We recognise this is an issue for a number of users and have started discussions with software suppliers with regards to how we can help them to support the sector over the next 12 months.

This is now an opportunity to review the services offered by the Education & Skills Funding Agency (ESFA) going forward, including FIS, and to determine which options are available and what level of support the sector needs. We are looking to undertake a discovery phase (user needs) with regards to the future of the FIS and will consider options going forward, including an integrated online version of FIS. We will seek

your initial feedback which will influence our business case development process.

We intend to develop a system which is easier to maintain and update, and which will supply more accurate reports for providers.

Hub returns

For Information

In R08 we processed 3,872 files from 931 providers.

More than 377 providers submitted their first R08 file in the last 3 days of the collection window.

New Apprenticeship Training Providers

For Information

Providers who were successful with their application to the Register of Apprenticeship Training Providers (RoATP) but do not have a current contract with the ESFA are required to take a number of actions to ensure they are able to access our systems.

Details of the actions to be taken are included below:

Your super user will need to register on IDAMs who will need to invite and set up their staff roles on;

- Apprenticeship service

Apprenticeships editor role - allows the user to respond to employer apprenticeship training requests and update apprentice details.

- Data Returns – The Hub

Please look at the [list of roles](#) which are to be used within the hub.

- SFS (Skills Funding Service)

Please look at the [list of roles](#) which are to be used within the Skills Funding Service.

- Employer Data Service (EDRS)

Register on the [Employer Data Service](#) using your unique provider identification number (UPIN).

This will allow you to post adverts on the [Find an apprenticeship](#) service through [Recruit an apprentice](#). It will also allow you to return information in the individualised learner record (ILR). Please follow [the FAQs](#) to register with this service.

- Learner Record Service (LRS)

Register on the [Learner Record Service](#) (LRS) to generate and collect the unique learner number (ULN) for each new apprentice you will help manage for your employers.

LRS service have a separate [Service Desk](#) for these queries.

- Bank details

You are required to provide your [bank details](#) for the account which you want the apprenticeship funding to be paid into.

Please follow the guidance in the [EFA and SFA suppliers bank details workbook](#).

When emailing your completed BAN1 form please include the following in the subject box 'please find attached our BAN1s form to set-up our banking details with the SFA following a successful application to the RoATP'.

- Apprenticeship agreement

Sign into [SFS](#) to review and sign your apprenticeship agreement. All agreements are issued through SFS. Accept apprenticeships from employers on the Apprenticeships Service once your agreement is signed.

You are unable to start training apprentices relating to the SFA apprenticeship agreement until 1 May 2017. You will need to read the funding agreement and the associated [funding rules](#) carefully.

Levy paying employers can use the [find apprenticeship training](#) tool to find RoATP training providers that can deliver the apprenticeship provision they want.

Please make sure the apprenticeship offer information entered on the apprenticeship tab of the [Course Directory Provider Portal](#) is complete and up to date.

Further [information on how to complete the data](#) is available on GOV.UK.

Review the information supplied in our guide to working with the [ESFA as an apprenticeship training provider](#).

For technical support with SFA systems, including IDAMS, please email our [Service Desk](#) or call us on 0370 267 0001

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