

# Adult Education Budget (AEB)

with Paul Saunders

May 2018

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 @GatewayQuals

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# What will we be covering today?

- Overview of the adult education budget
- Key documents
- What's changing
- Hints and tips

# The Adult Education Budget – £1.5bn/year

*“This funding's principal purpose is to engage adults the skills and learning they need to equip them for work, an apprenticeship or further learning”*

*“...flexible tailored programmes which may of may not require a qualification...”*

*“Providers must respond to the priorities set out by local commissioners and other stakeholders...”*

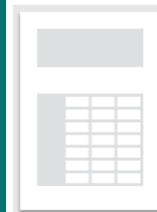
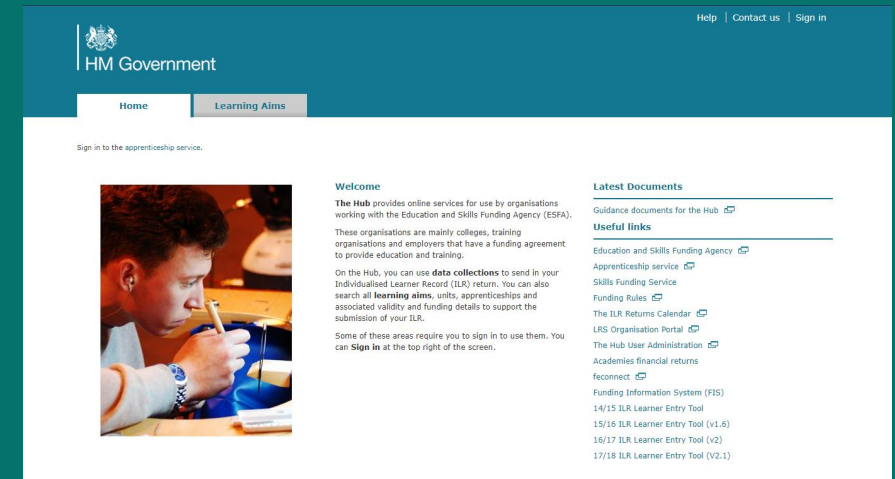
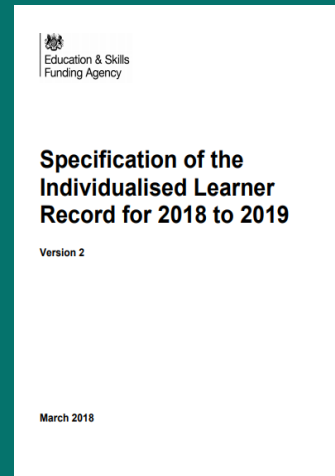
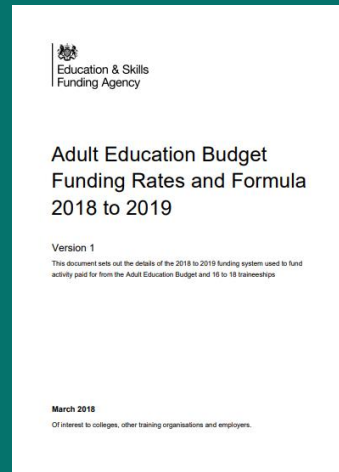
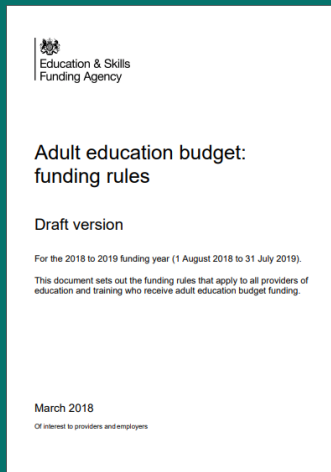
# The Adult Education Budget – what it doesn't fund

- Adult apprenticeships
- Advanced learner loans
- Prison education

# The Adult Education Budget – types of allocation

- Allocated (grant funded) – £1.19 billion
  - ✓ Paid on profile
- Procured (contract agreement) - £95 million
  - ✓ Paid on actuals

# Key current documents and sources 2018/19

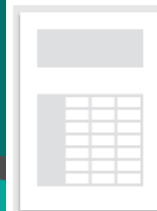


## [2018 to 2019 list of qualifications in the English and maths legal entitlement offer](#)

ODS, 42.4KB

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## [2018 to 2019 list of qualifications in the level 2 and level 3 legal entitlement offer](#)

ODS, 128KB

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# The four AEB provision categories

The DfE says the AEB provision has broadly four categories:

## 1. Statutory entitlements

- English and maths GCSE and functional skills up to Level 2 (including as part of a traineeship), for those aged 19 and over who have not achieved a GCSE grade 4-9
- Provision to support progression up to a first full Level 2, or a first full Level 2, for those aged 19 to 23
- First full Level 3 for those aged 19 to 23

## 2. Skills provision for unemployed

## 3. Traineeships

## 4. Community learning for learners furthest from learning or employment

# You and the Adult Education Budget?

- I have an AEB allocation as a prime
- I have an AEB allocation as a subcontractor
- I do not have an AEB allocation



# How do you mainly use your Adult Education Budget?

- Programmes for the Unemployed
- Community Learning
- Traineeships
- English, Maths and Functional Skills
- Full level 2 and level 3 legal entitlements

# You and the Adult Education Budget?

- Do you use AEB in parallel with other programmes?

# Key changes

The payments and performance management section is missing and will be added to the final version

## Summary of main changes since funding rules 2017 to 2018

241. We have highlighted the main changes from the funding year 2017 to 2018 in the table below.
242. Please note this is not an exhaustive list of all changes. You must refer to the main document for the definitive rules, which apply to all providers of education and training who receive funding from the Secretary of State for Education acting through the ESFA.
243. If you have a specific query on the funding rules, please email the [SDE.ServiceDesk@education.gov.uk](mailto:SDE.ServiceDesk@education.gov.uk) or speak to your provider management manager/advisor.

Section	Paragraph	Change
Eligibility for funding	46 to 49	We have inserted 'persons granted stateless leave' as a new category in order to comply with our obligations under the UN Convention on Stateless Persons, and the Fees and Awards Regulations, which were amended in early 2018.
What we fund	63	We have inserted a paragraph, to mirror a requirement in the apprenticeship funding rules that you must not enrol individuals on learning aims or programmes eligible for AEB funding at the same time as any new apprenticeship.
Definitions used in the adult education budget - Unemployed	145 to 146	We have updated these paragraphs with correct (at the time of publication) individual and household claim values, supplied by the Department for Work and Pensions.
Learning in the workplace	160	We have inserted this paragraph to explain that we will fund legal entitlement qualifications delivered at a learner's workplace.
What we do not fund	162	We have revised this paragraph to explain that you cannot use your AEB allocation to fund learners in custody. We have agreed this with The Ministry of Justice, who fund prison education in England.
Community learning	Information box above paragraph 213, and Annex B	We have inserted an information box and objectives in Annex B to better explain community learning funding policy and have relevant information available in one document.
Learner Support	230	We have changed the basis to which you can claim the 5% admin fee. This must be claimed against your learner support final claim and not your 2015 to 2016 learner support allocation.

*“we are committing to fund 3% over delivery at the end of the 2018/2019 funding year for all providers”*

# Changes for 2018 to 2019

*“We have not changed the qualifications available in legal entitlements, as long as awarding organisations continue to make those qualifications available. The only exception to this is that we have removed [First Aid at Work qualifications and components from the local flexibility offer](#).*

*We have also not changed any of the eligibility principles we apply to make qualifications and their components available. We have taken this approach because we want to align, as far as possible, the eligibility rules and processes we use to make provision available for all learners aged 16 and above. We also want to stabilise the offer, as we begin to prepare for the implications of implementing Technical Education reform.*

*Qualifications eligible in 2017 to 2018 will still be eligible in 2018 to 2019, as long as the qualification is available for delivery and is visible on [Ofqual’s Register of Regulated Qualifications](#).*

*We will fund the qualifications, and their components, delivered through the AEB using the Single Activity Matrix. More information is available in our [funding rates and formula 2018 to 2019](#)”.*

# Devolution – what does this mean for us?

Cambridge & Peterborough  
Greater Manchester  
Liverpool City Region  
Sheffield City Region  
North of Tyne

Tees Valley  
West Midlands  
West of England  
Greater London

*“Combined Authorities and the GLA will take on more responsibility to deliver quality education in their local areas from 2019 – 2020”*

2019 – 2020 full devolution to the 9 areas

Procurement of contracts

The future of subcontracting

# What are your challenges with regard to the Adult Education Budget?

- I don't have an AEB allocation
- I need more AEB
- I struggle to spend my full AEB allocation
- I struggle to use the hub to check eligibility
- Other (please use the question box)

# Devolution – what does this mean for us?



*“Staff work with partners such as local employer networks, local authorities, Jobcentre Plus, employers and community organisations to ensure that the provision is relevant to local employment opportunities and supports local and national priorities”*

# Subcontracting

- Why are you subcontracting?
- *“You must not subcontract to meet short-term funding objectives”*
- Management fees
- The delivery of all sub-contracted services is the responsibility of the prime
- How does this link to localism?



# Ways to source additional AEB via subcontracting

- Sign up to external procurement sites
- Utilise local provider networking groups
- Use the list of declared subcontractors
- Register with the ESFA

Guidance

## **Skills funding: register for opportunities to tender**

Information for organisations on how to register with the ESFA, to be able to tender for funding or contracts.

# Eligibility

Learning must take place in England

Learner is a citizen and resident of a country within the European Economic Area for at least the three previous years on the first day of learning

Tip - check the detail (pages 7 – 11)

The level of government contribution we will fund is as follows.

Provision	19- to 23-year-olds	24+ unemployed	24+ other
English and maths, up to and including level 2 (Must be delivered as part of the legal entitlement)	Fully funded*	Fully funded*	Fully funded*
Level 2 (excluding English and maths) (First full level 2 must be delivered as part of the legal entitlement)	Fully funded* (first and full)	Fully Funded	Co-funded
Learning to progress to level 2	Fully funded^ (up to and including level 1)	Fully funded	Co-funded
Level 3 (First full level 3 must be delivered as part of the legal entitlement)	Fully funded* (first and full)	Loan-funded	Loan-funded
	Loan-funded** (previously achieved full level 3 or above)		
Traineeship#	Fully funded (including 16- to 24-year-olds##)	N/A	N/A
English for Speakers of Other Languages (ESOL) learning up to and including level 2	Co-funded	Fully funded	Co-funded
	Fully funded – unemployed		
Learning aims up to and including level 2, where the learner has already achieved a first full level 2 or above	Co-funded	Fully funded	Co-funded
	Fully funded – unemployed		

\*Must be delivered as one of the English and maths, and/or first full level 2 or first full level 3 qualifications required as part of the legal entitlements.

^Must be delivered as entry or level one provision from local flexibility.

# Excludes flexible element where funding depends on age and level.

## 16- to 18-year-old learners must be eligible under the [ESFA's young people's residency requirements](#).

\*\* Availability of loans at level 3 does not replace the legal entitlement to full funding for learners aged 19 to 23 undertaking their first full level 3.

# Wide ESFA definition of unemployed

In addition to fully-funding people who are on JSA, ESA or universal credit...

“Providers may also use their discretion to fund other learners if all of the following apply:

- The learner receives other state benefits and earns less £338 a month

- The learner wants to be employed and you are satisfied that the learning is directly relevant to their employment prospects and the local labour market needs”


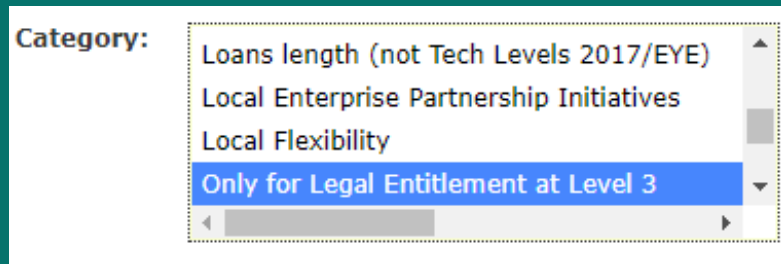
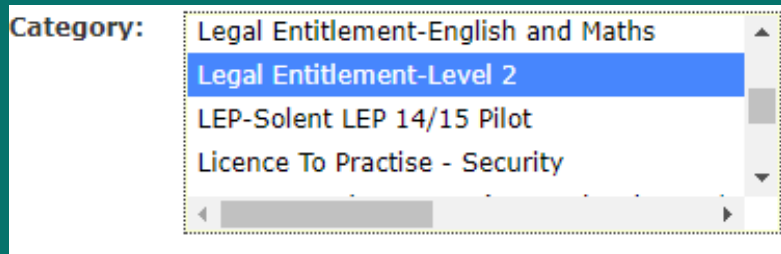
So likely volumes of fully-funded provision will rise.

# Legal entitlements

Published spreadsheets updated quarterly

Use the category code to search for legal entitlements on the Hub

You cannot charge any fees




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# Local flexibility

Regulated qualifications and their units from entry to level 2 – select local flexibilities on the Hub

Category:

- Local Enterprise Partnership Initiatives
- Local Flexibility
- Only for Legal Entitlement at Level 3
- SFA Work Preparation

Non regulated learning - Category A on the Hub or Category B for English and Maths

Category:

- All Class Code Categories
- Class Code Category A: Non Regulated Prov
- Class Code Category B: Non Regulated Engl
- Class Code Category C: NQF Units of Adult

Category:

- All Class Code Categories
- Class Code Category A: Non Regulated Prov
- Class Code Category B: Non Regulated Eng
- Class Code Category C: NQF Units of Adult

# AEB fully funded formula

The base rate and programme weighting form part of a larger formula



PW = Set for each aim based on the Sector Subject Area assigned to the aim. They are A (1), B (1.12), C (1.3), D (1.6) and E (1.72)

DU = Based on learner's home postcode. If in one of the 27% most deprived areas (based on IMD 2015 in 17/18) then the DU is between 1.084 and 1.336

ACU = Based on delivery location, this is a South East weighting which rises the closer the delivery to central London (1.2 max)

# AEB co-funded formula

Funding is reduced by half the unweighted base rate

$$\left( \text{BR} \times \text{PW} \times \text{DU} \times \text{ACU} \right) - \left( \text{BR} \times 0.5 \right) = \text{stack of coins}$$

The co-funded amount deducted from funding is half the value listed for that learning aim on the Hub

So if you choose to set fees on this level, it is the same for that base rate for all learners across England



# Monthly funding instalments

Funding for each learning aim is paid in monthly instalments according to the start and end dates in the ILR, based on a standard formula

On programme payments are 80% of the weighted co-funded or fully-funded rate and paid monthly (with double in month one). This is paid for the months before their actual end date.

Achievement payment for remaining 20% paid in the month of the actual end date where the aim is fully achieved

For example, a 9 month learning aim with weighted funding of £1000 would be paid across 10 instalments as follows:



# Job outcome payment

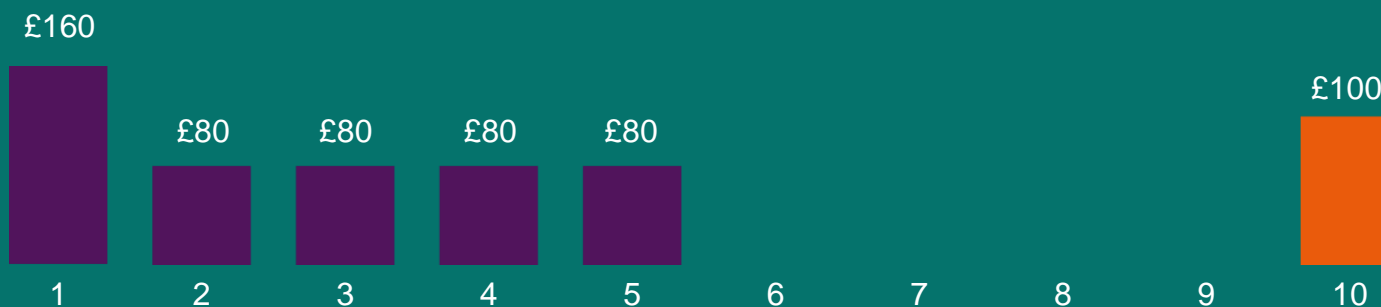
(excluded from achievement rates)

Up to 90% of the weighted rate can be paid for a non-achieved learner if a fully funded unemployed learner who can provide evidence they have a job for at least 16 hours a week for four consecutive weeks. Any unemployment benefits must also be declared as stopped.

Example: £1000 weighted rate pays £900 across 10 instalments where learner completes, doesn't achieve but is eligible for a job outcome payment



Example: £1000 weighted rate pays £580 across 10 instalments where learner withdraws in month six, but is eligible for a job outcome payment



# Funding rates before 2016/17 (QCF Related)

Introduced in 2013/14 the rates have been based around QCF credits

Funding Band (QCF credits)	Base rate (1 PW)	Low rate (1:12 PW)	Medium Rate (1.3 PW)	High Rate (1.6 PW)	Specialist Rate (1.72 or 1.92 PW)
Awards (1 credit)	£50	£56	£65	£80	£86 or £96
Awards (2 credits)	£100	£112	£130	£160	£172 or £192
Awards (3-5 credits)	£150	£168	£195	£240	£258 or £288
Awards (9-11 credits)	£300	£336	£390	£480	£516 or £576
Awards (12 credits)	£600	£672	£780	£960	£1,032 or £1,152
Certificate (25-36 credits)	£724	£811	£941	£1,159	£1,246 or £1,390
Certificate (25-36 credits)	£1,265	£1,417	£1,645	£2,025	£2,176 or £2,428
Diploma (37 to 48 credits)	£1,987	£2,225	£2,583	£3,179	£3,417 or £3,815
Diploma (49 to 72 credits)	£2,573	£2,882	£3,345	£4,117	£4,425 or £4,940
Diploma (73 to 132 credits)	£4,170	£4,670	£5,421	£6,671	£7,172 or £8,006
Diploma (133 credits or more)	£6,602	£7,395	£8,583	£10,564	£11,356 or £12,675

# SAM funding rates

Now that the QCF has been phased out, the Single Activity Matrix is based around hours

Funding band - hours	Type	Base rate (1 PW)	Low rate (1:12 PW)	Medium Rate (1.3 PW)	High Rate (1.6 PW)	Specialist Rate (1.72 or 1.92 PW)
Up to 2	Very Small	£14	£16	£18	£22	£24
3 to 4		£21	£24	£27	£27	£36
5 to 6		£35	£39	£46	£46	£60
7 to 12	Small	£50	£56	£65	£80	£86
13 to 20		£100	£112	£130	£160	£172
21 to 44		£150	£168	£195	£240	£258
45 to 68	Medium	£300	£336	£390	£480	£516
69 to 92		£450	£504	£585	£720	£774
93 to 100		£600	£672	£780	£960	£1,032
101 to 196	Large	£724	£881	£941	£1,159	£1,246
197 to 292		£1,265	£1,417	£1,645	£2,025	£2,176
293 to 388		£1,987	£2,225	£2,583	£3,179	£3,417
380 to 580	Very Large	£2,573	£2,882	£3,345	£4,117	£4,425
581 to 1060		£4,170	£4,670	£5,421	£6,671	£7,172
1061 or more		£6,602	£7,395	£8,583	£10,564	£11,356

# SAM high and low efficiency points

Funding band - hours	Rate	Bottom of band per hour	Top of band per hour	Value of extra hour at boundary
Up to 2	£14	£14.00	£7.00	£7.00
3 to 4	£21	£7.00	£5.25	£14.00
5 to 6	£35	£7.00	£5.83	£15.00
7 to 12	£50	£7.14	£4.17	£50.00
13 to 20	£100	£7.69	£5.00	£50.00
21 to 44	£150	£7.14	£3.41	£150.00
45 to 68	£300	£6.67	£4.41	£150.00
69 to 92	£450	£6.52	£4.89	£150.00
93 to 100	£600	£6.45	£6.00	£124.00
101 to 196	£724	£7.17	£3.69	£541.00
197 to 292	£1,265	£6.42	£4.33	£722.00
293 to 388	£1,987	£6.78	£5.12	£586.00
380 to 580	£2,573	£6.61	£4.44	£1,597.00
581 to 1060	£4,170	£7.18	£3.39	£2,432.00
1061 or more	£6,602	£6.22	-	-

# Other funding rates

(unchanged from 2017/18)

Qualification type	Programme weighting (PW)				
	A – Base (unweighted)	B – Low	C – Medium	D- High	E or G* (Specialist)
GCE AS-level	£724	£811	£941	£1,159	-
GCE A-level	£1,987	£2,225	£2,583	£3,179	-
GCSE	£724	£811	£941	£1,159	-
GCSE short course	£300	£336	£390	£480	-
Functional Skills in English or Maths	£724	-	£941	-	-
Function Skills in IT	-	£336	-	-	-
Access to HE	£3,022	£3,384	£928	£4,835	£5,197

The single work-placement and work preparation rate for traineeships of £970

Annual funding cap of £4,400 for each learner each year, before any weightings

Learning Support still at a fixed monthly rate of £150

# Qualifying period for funding

A learning aim will only be counted if it is funded, and will only be funded if it is eligible AND passes the qualifying period

The length of the learning aim is defined by the calendar days (including weeks) between the start date and the end date in the ILR

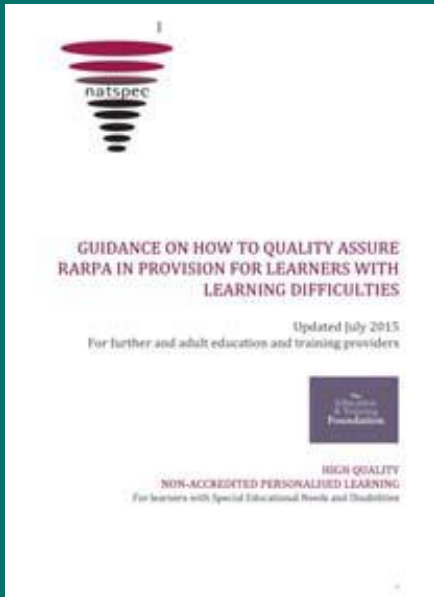
Length of learning aim	Qualifying period
168 days (24 weeks)	42 days (6 weeks)
14 to 167 days (2 – 24 weeks)	14 days (2 weeks)
Fewer than 14 days (under 2 weeks)	1 day (1 attendance)

If a learning aim has an actual end date before the qualifying period and is an early completer then the aim is counted and all of the funding is earned

If a learning aim has an actual end date before the qualifying period and is not completed then the aim is not counted and no funding is earned

# RARPA

“Where you are not delivering a regulated qualification you must ensure that you have appropriate and robust quality assurance processes in place. For instance ‘**Recognising and Recording Progress and Achievement**’ (RARPA) that would be acceptable to Office of Standards in Education (Ofsted)”



“This guidance may also be of interest to teachers using RARPA. While it has been developed and tested on provision for learners with learning difficulties, the process may also be used for any learning programmes and groups of learners, although some of the criteria may require minor modification.”

“a template for recording information on how to use the standards, criteria and evidence and examples derived from practice is provided in section 3.”

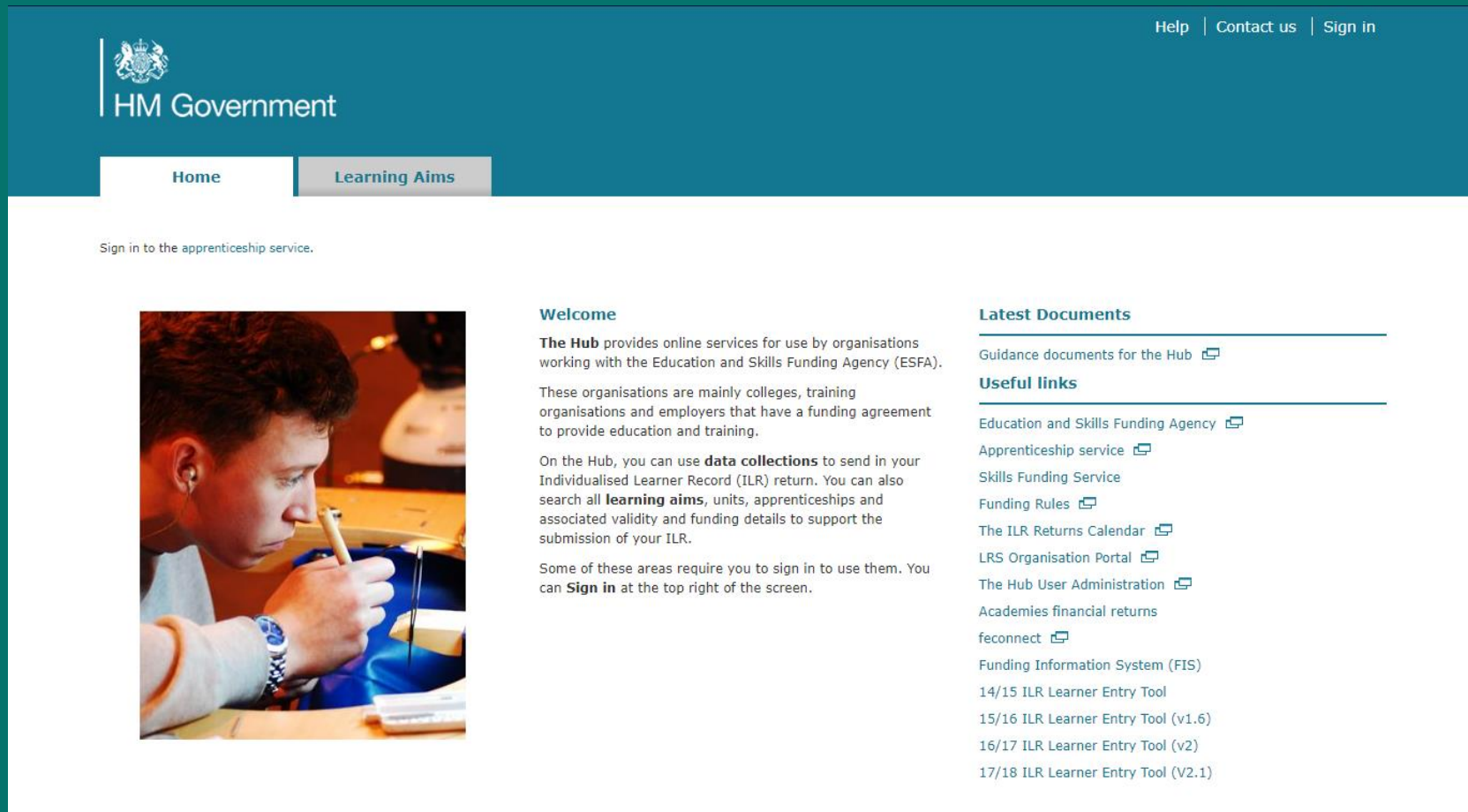
<http://send.excellencegateway.org.uk/content/eg6813>



# The five stages of RARPA

1. Aims appropriate to an individual learner or groups of learners (clearly stated learning aims)
2. Initial assessment to establish the learner's starting point
3. Identification of appropriately challenging learning objectives:  
initial, renegotiated and revised
4. Recognition and recording of progress and achievement during programme (formative assessment): teacher feedback to learners, learner reflection, progress reviews
5. End-of-programme learner self-assessment; teacher summative assessment; review of overall progress and achievement

# Using the Hub



The screenshot shows the HM Government Learning Aims Hub website. At the top right, there are links for 'Help', 'Contact us', and 'Sign in'. The HM Government logo is on the left. Below it are two tabs: 'Home' and 'Learning Aims'. A message says 'Sign in to the apprenticeship service.' Below this is a photo of a young man in a workshop. To the right of the photo is a 'Welcome' section with text about the Hub's services, data collections, and learning aims. Further right is a 'Latest Documents' section with a link to 'Guidance documents for the Hub'. Below that is a 'Useful links' section with a list of various services and tools, each with an external link icon.

Help | Contact us | Sign in

HM Government

Home | Learning Aims

Sign in to the apprenticeship service.

**Welcome**

The Hub provides online services for use by organisations working with the Education and Skills Funding Agency (ESFA). These organisations are mainly colleges, training organisations and employers that have a funding agreement to provide education and training.

On the Hub, you can use **data collections** to send in your Individualised Learner Record (ILR) return. You can also search all **learning aims**, units, apprenticeships and associated validity and funding details to support the submission of your ILR.

Some of these areas require you to sign in to use them. You can **Sign in** at the top right of the screen.

**Latest Documents**

Guidance documents for the Hub

**Useful links**

- Education and Skills Funding Agency
- Apprenticeship service
- Skills Funding Service
- Funding Rules
- The ILR Returns Calendar
- LRS Organisation Portal
- The Hub User Administration
- Academies financial returns feconnect
- Funding Information System (FIS)
- 14/15 ILR Learner Entry Tool
- 15/16 ILR Learner Entry Tool (v1.6)
- 16/17 ILR Learner Entry Tool (v2)
- 17/18 ILR Learner Entry Tool (V2.1)

# Additional ESOL qualification hours

“Providers offering English for Speakers of Other Languages (ESOL) qualifications may need to deliver additional learning to individual learners that incurs additional cost above the qualification rate. Where additional hours are required, you can record these on the ILR using the ‘Additional delivery hours’ field, as detailed in the ILR specification and the Provider Support Manual.”

“To calculate the additional hours, subtract the maximum GLH value from the total GLH that are planned for the delivery of the qualification. The maximum GLH value refers to the funding band in the SAM for that qualification. For example, a qualification in the ‘21 to 44’ band has a maximum GLH of 44.”

# Additional ESOL qualification hours

“We generate funding by matching the value of the additional hours to the SAM. The matrix value for that funding band is added to the original rate of the aim to give an overall rate for the learning aim. For the calculation of the additional amount, all ESOL aims are assumed to have the base programme weighting (A).”

# Example - ILR provider support manual

*The Additional delivery hours field may be used for approval of ESOL units or qualifications, and must not be used for non-regulated ESOL or any other ESOL qualifications.*

The learning aim being delivered is an Award in ESOL Skills for Life. This has a SAM funding rate of £600. The aim is being delivered in a total of 150 guided learning hours. The matrix rate of £600 maps to the activity type 'Medium Provision (3)'

Funding band – hours	Activity type	Programme weighting (PW)				
		A - Base (Unweighted)	B – Low	C- Medium	D – High	E or G* (Specialist)
Up to 2	Very Small Provision (1)	£14	£16	£18	£22	£24
3 to 4	Very Small Provision (2)	£21	£24	£27	£34	£36
5 to 6	Very Small Provision (3)	£35	£39	£46	£56	£60
7 to 12	Small Provision (1)	£50	£56	£65	£80	£86
13 to 20	Small Provision (2)	£100	£112	£130	£160	£172
21 to 44	Small Provision (3)	£150	£168	£198	£240	£258
45 to 68	Medium Provision (1)	£300	£336	£390	£480	£516
69 to 92	Medium Provision (2)	£450	£504	£585	£720	£774
93 to 100	Medium Provision (3)	£600	£672	£780	£960	£1,032
101 to 196	Large Provision (1)	£724	£811	£941	£1,159	£1,246

# Example - ILR provider support manual

The maximum GLH for this band is 100 hours. The difference between the total GLH being delivered for the qualification and the maximum GLH for the aim's funding band is  $150 - 100 = 50$  GLH.

The value of 50 is therefore recorded in the Additional delivery hours field and will generate an additional £300 for the delivery of this learning aim (based on the funding band for 50 hours in the funding rates document)

The total funding for this aim is:  $£600 + £300 = £900$

Funding band – hours	Activity type	Programme weighting (PW)				
		A - Base (Unweighted)	B – Low	C- Medium	D – High	E or G* (Specialist)
Up to 2	Very Small Provision (1)	£14	£16	£18	£22	£24
3 to 4	Very Small Provision (2)	£21	£24	£27	£34	£36
5 to 6	Very Small Provision (3)	£35	£39	£46	£56	£60
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# Funding of Units

Providers can fund via two routes, units or full qualification

ESOL Learning Aim	QAN	Value
Award in ESOL Skills for Life - Reading (Entry 1)	60154135	£300
Award in ESOL Skills for Life – Speaking and Listening (Entry 1)	60154147	£600
Award in ESOL Skills for Life – Writing (Entry 1)	60154159	£450
<b>Total Funding</b>		<b>£1350</b>
Certificate in ESOL Skills for Life (Entry 1)	60153520	£1265
<b>Variance</b>		<b>£85</b>

# Units vs Full Award

- Delivery of units has a funding advantage over full certificate
- Where all three units are in same year a funding adjustment is required
- Audit often finds the adjustment has not been made
- Funding clawback for some providers



# Gateway Qualifications wins ESOL prison contract

Posted on January 30th 2018

**Gateway Qualifications is delighted to have been chosen by the Ministry of Justice as the sole Awarding Organisation for the provision of English for Speakers of Other Languages (ESOL) for Prison Education, following a competitive tender process.**

The Colchester-based Awarding Organisation was chosen ahead of several larger competitors as the Ministry of Justice recognised that the organisation's learner-centred approach to qualification design and commitment to excellent customer service was ideal for the unique needs of prisoners and prison education providers.

Responding to the announcement, Chief Executive Officer, Carol Snape, said:

“I am delighted that Gateway Qualifications has been chosen to work with the Ministry of Justice to provide ESOL qualifications to prisons in England. The award of this contract recognises the high quality of our qualification development, the relevance and accessibility of our assessment methodologies and the robust, standards-driven processes that underpin our work.

“We look forward to working with the prison education providers to help prepare offenders to enter meaningful employment so that on release they are able to make an effective contribution to society and break the cycle of re-offending.”

Get in touch

 [Contact us](#)

# Other thoughts and tips

- ✓ Be mindful of each learner's qualification period for funding
- ✓ Do you over-recruit to mitigate drop out rates?
- ✓ Plan for up to 20% drop out rates
- ✓ Costs are the same irrespective of class size
- ✓ Funding relates to course duration from start date and end date in the ILR
- ✓ Be mindful of audit
- ✓ Make sure you measure against plan and adjust accordingly
- ✓ Plan to finish in that current academic year wherever possible
- ✓ Make sure you record progression and destination data

# What would you like to know more about?

Please answer using the questions box

# Contact Us



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