



## Welcome

Update is our weekly round-up of business-critical or useful information to Skills Funding Agency (SFA) colleges, other training organisations and direct grant employers.

Please forward and share Update with your colleagues, who might also like to register for [web alerts](#). This will notify them by email when we add new issues of Update to our [website](#) on [GOV.UK](#); you can also connect with us on [Twitter](#). If you have any feedback, please email [Update](#).

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## 1. Individualised Learner Record R13 2014 to 2015: Closes Monday, 14 September

### Action

The individualised learner record R13 data collection for the 2014 to 2015 funding year closes at **6.00pm** on **Monday, 14 September**.

If you are due to make a return for R13, you must submit your data to [the Hub](#).

We have published a [maintenance schedule](#), which lists future collection dates and proposed system maintenance.

For further information, please refer to the [Payments and Data](#) section of our website on [GOV.UK](#).

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## 2. Year-end Claim 2014 to 2015: Deadline Wednesday, 16 September

### Action

Colleges and other training organisations funded through a grant for their Adult Skills Budget (ASB) must complete the [ASB form](#) by **Wednesday, 16 September** to make a funding claim.

You must submit the form using the submit documents section in the Contracts and Finance tab in [the Hub](#).

You do not need to submit your provider funding report (PFR). The delivery to date reported on the ASB funding claim must match the values on the PFR and any funding on your earning adjustment submissions.

For further information, please contact your Central Delivery Service adviser.

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### 3. Higher Education Learning Aim Requests

#### Action

Colleges and other training organisations that wish to request new learning aims to provide higher education for the 2014 to 2015 funding year must complete the [learning aim request form](#).

Please email your completed forms and all relevant approval information to the [Service Desk](#) by **Thursday, 1 October**.

We will create and upload the new learning aims to the Learning Aim Reference Service database for the R14 individualised learner record submission, which opens on Monday, 12 October.

For further information and guidance, please refer to the [Individualised Learner Record](#) section of our website on [GOV.UK](#).

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### 4. Funding Rules: Subcontractor Funding, Supply Chain Fees and Charges

#### Action

All colleges and other training organisations that subcontract must publish the actual funding paid and retained for each of their subcontractors in the funding years 2013 to 2014 and 2014 to 2015:

- [Funding Rules 2013 to 2014](#) [para 431]
- [Funding Rules 2014 to 2015](#) [para 469]

We expect you to publish this to your website by **23 November**. You must include the relevant weblink on the 2015 to 2016 subcontractor declaration form, which you will receive shortly.

You will also need to publish your current supply chain fees and charges policy.

Make sure that you comply by this date: we will suspend your payments until the information is published and verified.

For further information, please contact your Central Delivery Service adviser.

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## 5. Allocation / Contract Values 2015 to 2016: August 2015

### Information

This week, we are publishing the 2015 to 2016 funding year contract values on the [SFA funding allocations to training providers: 2015 to 2016](#) section of our website on [GOV.UK](#).

The publication provides contract values **as at August 2015** for colleges, other training organisations, local authorities and employers that have a contract for the 2015 to 2016 funding year. It excludes contract values where they are not confirmed.

For further information, please contact your Central Delivery Service adviser.

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## 6. FE Choices: Website Closure

### Information

At the end of October, the [FE Choices](#) website will close as part of the wider programme to move all government websites to [GOV.UK](#).

We will continue to make all FE Choices data available on [GOV.UK](#) and [DATA.GOV.UK](#), with performance indicators held on the [National Careers Service](#) website.

Our last update to the website was on Thursday, 3 September, when we published the 2014 to 2015 learner satisfaction data. FE Choices satisfaction surveys will continue to run as normal, with the next survey opening on **Monday, 2 November**.

For further information, please email the [Service Desk](#).

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## **7. Funding Calculation 2015 to 2016: Technical Document Information**

We have published the main [Funding Calculation Rulebase for the 2015 to 2016 Funding Year](#) on the [Funding Rates](#) section of our website on [GOV.UK](#).

This is a technical document and includes the 'rulebase' (a collection of one or more connected rules) that performs the funding calculation. There is no separate programming code to implement the logic.

Please share this with your data manager and management information system supplier.

For further information, please email the [Service Desk](#).

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## **8. Further Education Report: Joint Review Information**

In February 2015, the Treasury, the Department for Business, Innovation and Skills (BIS) and the Department for Education commissioned a joint review of further education (FE) cost drivers. The aim of the review was to understand the funding, cost drivers and outcomes of the FE system in England.

The findings from this work are significant and demonstrate the potential to secure greater efficiencies across the FE sector.

For further information, or to request a copy of the report, please email [Area Reviews](#) at the Department for Education.

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An executive agency of the Department for Business, Innovation and Skills.

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