

# AEB Procured Final Claims 2020-21 and ILR R14 returns

## Key information

Publication type: General

Publication status: Adopted

Publication date: Wednesday 13 October 2021

## Contents

[European Social Fund](#)

[Introduction](#)

[2020-21 R14 Individual Learner Record \(ILR\) return and final claims](#)

[Timetable](#)

[Making a Final Claim for Learner Support](#)

[Recording GLA funded AEB provision in the Final ILR return \(R14\) for 2020-21](#)

[2020-21 R14 Supplementary Data Collection return](#)

[Audit and compliance](#)

[Reconciliation statements for 2020-21](#)

[2021-22 December performance point](#)

[Contact](#)

[Document control](#)

[Other formats and languages](#)

## European Social Fund



# Europea European Social Fund

Figure

## **Introduction**

This guidance note sets out information about the final return of ILR data and the Final Funding Claim return for Adult Education Budget (AEB) Procured funded provision in 2020-21.

## **1. 2020-21 R14 Individual Learner Record (ILR) return and final claims**

### **1.1 Timetable**

In line with the national timetable for returns, the closure of the 2020 to 2021 Individual Learner Record (ILR) is 21 October 2021. This is the final return for ILR data for GLA funded provision in 2020-21.

In addition, the below table sets out the GLA final return dates for ILR and Learner Support claim information.

**Deadline to provide ILR R14 return:** 21 October 2021.

**Final funding claim block available for Learner Support on GLA Ops:** now.

**Deadline to claim Learner Support and return R14 Supplementary Data:** 5 November 2021.

## **1.2 Making a Final Claim for Learner Support**

Following the mid-year and end-year claim process, the Final Claim allows you to claim Learner Support funding up to the ring-fenced value in your contract.

As set out in the Funding Rules, you must not claim more than 5% of your total Learner Support claim as administration expenditure.

You must make and submit your Final Funding Claim in the GLA Open Project System (OPS) by 5 November. The GLA will issue detailed guidance about the completion of Final Funding Claims in GLA OPS.

## **2. Recording GLA funded AEB provision in the Final ILR return (R14) for 2020-21**

The R14 ILR data return for 2020-21 is a hard close, after which no further corrections can be made to submitted data. Your final ILR and other returns should be an accurate record of all eligible provision for which you are claiming funding in 2020-21. The return will be used by the GLA to calculate the second year earnings under the 4-year contract for your organisation.

Please ensure that 2020-21 data is correctly coded using the Devolved Area Monitoring and Learning Delivery Monitoring codes published in the guidance document, [Technical Guidance Note 2020/21](#).

DAM code 002 must be input for all delivery funded through an AEB Procured contract. DAM code 022 must not be used. Delivery that is not coded correctly will appear in ILR data with a Funding Line Type of Grant-funded and will not generate an AEB Procured payment in GLA OPS.

AEB Procured learners who are not eligible to participate on their contract as ESF funded learners must be correctly recorded against the Flexible Allocation using DAM code 004.

ILR data should additionally be cleansed using the [provider data self-assessment toolkit \(PDSAT\)](#) and [Funding Rules Monitoring](#) reports, to ensure that funding is only claimed for eligible delivery.

## **3. 2020-21 R14 Supplementary Data Collection return**

AEB Procured learners who are eligible as ESF-match funding learners and are not recorded as Flexible Allocation must all be recorded on the GLA AEB Supplementary Data return.

**Please submit your final 2020-21 R14 Supplementary Data to us via the [Skills Gateway](#) between 28 October and 5 November 2021, with the final hard close deadline being 5pm on 5 November 2021.**

## **4. Audit and compliance**

Under the GLA funding arrangements, audit firms have been appointed to complete checks that funding claims are accurate. In addition, ESF auditors may select your contract for audit at any time up until 2033.

If your claim is selected for audit, we will inform you and you will need to share your ILR and EAS data with the auditors in advance.

If the auditor tells you that you must make an adjustment to your funding claim as a result of an audit, we expect that the adjustment is made prior to the submission of the R14 ILR.

Similarly, where sample checks have identified errors, we expect that these errors are addressed in your R14 ILR return.

## **5. Reconciliation statements for 2020-21**

We will issue a final reconciliation statement that will include adjustments for any errors identified through the funding rules monitoring (FRM) reports, compliance sample checking and audit.

For more information on funding and monitoring reports and the FRM process, please refer to [Financial assurance: monitoring the funding rules for post-16 funding for 2020 to 2021](#). We will write to you confirming any recoveries we are making from the FRM process, or as a result of the outcome of sample checking or audits.

If you have to pay amounts back to us, we will schedule those repayments from December 2021 in discussion with you.

If you have an issue with your reconciliation value, you must tell us by 31 December 2021.

## **6. 2021-22 December performance point**

In December, we will review the overall performance against your 4-year contract.

Where your organisation is subject to a performance improvement plan, we will review your progress against the plan. This review will include your performance against agreed contract results or outcomes, as well as the value of funding earned to date.

As set out in the funding rules, where performance is lower than profile, we may reduce your contract in line with the level of performance.

We will also review performance above profile and consider requests to increase your contracts by up to 10% of the lifetime contact value, where contracted results and funding earned are above 90% of profile.

## Contact

If you have any queries about this guidance, please contact your Provider Manager.

## Document control

**Issue date:** 13 October 2021

**Amendment made from previous version:** N/A

**Approved by:** N/A

**Review date:** 30 September 2022

**Senior owner:** Chris Wright, Senior Manager, Programme Delivery

**Document owner:** Lubomira Chirmiciu, Skills Funding Policy Manager, Funding Policy and Systems

## Other formats and languages

For a large print, Braille, disc, sign language video or audio-tape version of this document, please contact us at the address below:

**Public Liaison Unit**

Greater London Authority  
City Hall  
The Queen's Walk  
More London  
London SE1 2AA

Telephone 020 7983 4100

[www.london.gov.uk](http://www.london.gov.uk)

You will need to supply your name, your postal address and state the format and title of the publication you require.

If you would like a summary of this document in your language, please phone the number or contact us at the address above.

[Back to table of contents](#)