

Paul Mullins
Chair
The Education and Training Foundation
157-197 Buckingham Palace Road
London
SW1W 9SZ

23rd April 2018

Dear Paul

GRANT VARIATION FOR THE EDUCATION AND TRAINING FOUNDATION

I am writing to confirm changes to the Education and Training Foundation's 2018-19 Grant Funding Agreement. This was originally set out in the Grant Offer Letter dated 23rd March 2018.

The revised Grant Funding Agreement for 2018-19 is £13,588,550. This is calculated as follows:

- 1. Original Grant Funding Agreement for 2017-18: £13,564,550;**
- 2. The additional Grant Funding of up to £24,000 for the 2018-19 financial year, as set out in this Grant Variation Letter.**

This funding of up to £24,000 is for stakeholder engagement activities supporting the Flexible Learning Fund, which are listed below. These activities and outcomes are additional to those set out in Annex J of the original Grant Offer Letter.

DfE's Flexible Learning Fund was announced in October 2017 to offer grant support to projects designing and testing flexible and accessible methods of delivering learning to adults. The deadline for applications was 31st January 2018 and 32 successful projects were announced in March receiving grants of up to £1m each.

The Department is commissioning the support of the ETF to negotiate the individual grant monitoring arrangements with each of the successful bidders, including the planned payment and reporting schedules, so that grant agreements can be signed and projects can begin during May 2018.

The following activities and outcomes are expected from this project:

Activities

- Engage lead organisations of each of the 32 successful proposals to discuss the details of their Grant Offer Letter (GOL), including:
 - o Payment schedules, and the basis and evidence against which funding instalments can be claimed
 - o Monitoring arrangements and obligations on the project lead to engage with the ESFA and the external research organisation
 - o Process for surfacing emerging risks and issues within the project

- o Other specific within the GOL (for example the status of Intellectual Property Rights for any relevant materials produced).
- Ensure that all projects understand and agree with the obligations and arrangements detailed in their GOL
- Hand over to ESFA officials who will be responsible for project monitoring to ensure they understand the arrangements agreed to and any other relevant issues.

Outcomes:

- GOLs are signed by each of the 32 lead organisations, with agreed governance and monitoring arrangements in place.
- ESFA officials are equipped to begin working relationships with each lead organisation on the basis of the agreed GOLs.

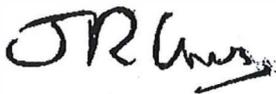
Annex G of the Grant Funding Agreement has been modified to reflect the additional funding and the new payment profile is attached.

We agree that all other terms and conditions of the Grant Funding Agreement remain unaltered and that no other liabilities, financial or otherwise, shall accrue to the Department because of the above amendment.

As stated in the terms and conditions of the Grant Funding Agreement, you may not retain any portion of the grant that has not been used by the end of the financial year in the Grant period without our written permission. We confirm acceptance of the variation on the terms specified above.

Please sign two copies of the certificate, retaining one copy and returning the second to me.

Yours sincerely



Roger Cotes
Deputy Director, Head of Intervention, Sponsorship, and Office of the FE
Commissioner