

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

15 August 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 £15,566,100. This is calculated as follows:

- 1. Original Grant Funding Agreement for 2018-19: £13,564,550;**
- 2. First Grant Variation Letter dated 23rd April 2018 of up to £24,000 for the Flexible Learning Fund;**
- 3. Second Grant Variation Letter dated 18th June 2018 of up to £1,900,000 for the Taking Teaching Further programme;**
- 4. The additional grant funding of up to £77,550 for this financial year, as set out in this Grant Variation Letter.**

This additional funding of up to £77,550 is to allow ETF to continue to provide the FE sector with access to training and information in support of the Government's Prevent agenda for the period 01 October 2018 to 31 March 2019.

The following top-level activities and outcomes expected from this programme are listed below:

Activities

- Hosting, helpdesk, technical support and management of Side by Side modules.
- Hosting and technical maintenance costs for website and staff modules.
- Updating of Prevent for FE and Training website.
- Support to membership organisations, regional networks, individual enquiries from the sector and DfE colleagues.
- Management of Prevent Provider Group

Outcomes

- Delivery of high-quality hosting and technical support for student online student modules, as measured by the number of enquires dealt with by the helpdesk and the amount of time service to users is disrupted.
- Consistent updating of the Prevent for FE and Training website, measured by the pipeline of new resources added to the site and tracking of overall user numbers, use of individual resources and other management information as appropriate.
- Continued delivery of support services for the Prevent website and staff training modules, measured by the number of sessions and users, the amount of time service is down.
- Prevent Provider Group quality assures products uploaded on to the Prevent website.

Key Performance Indicators linked to the delivery of the above outcomes are attached separately at Appendix 1.

To complement existing DfE reporting arrangements we will be having regular KIT meetings with the ETF. Where there are any concerns with performance, we will firstly raise with the ETF contract manager.

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 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

Appendix 1 – Key Performance Indicators for “Prevent for Further Education”

Ref	Outcome Description
1	Continued provision of monthly report to DfE on websites
2	1000,000 new users of LEO E-learning modules (<i>64,000 from October to end of March</i>)
3	20,000 users of the Prevent website (<i>12,000 from October to end of March</i>) and 50,000 users of training modules (<i>30,000 users from October to end March</i>)
4	100,000 downloads from the Prevent website (<i>60,000 from October to end March</i>)