This bulletin is intended for colleges, schools and other providers. You can read other articles for academies in the full version of the e-bulletin on our website.

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Information: **EFA wall planner and timeline published**

We have published the **EFA business cycle for 2013**. It sets out important, useful information that will help you and your institution plan ahead.

The cycle is available as a wall planner, both for academies and for other institutions (including local authorities) and as a timeline. The timeline includes links to relevant information on our website.

Updates on the delivery of the business cycle and further information on each of the milestones will be available in the e-bulletin. Revised versions of the wall planners and timeline will also be published at the beginning each term.

We have tried to be as precise as possible but if you have any comments regarding this cycle, please contact us on: academyquestions@efa.education.gov.uk for academies or Enquiries.EFA@education.gsi.gov.uk for all other types of institution.

**Action: 16-19 student number statements**

We have sent student number statements for 2013/14 to institutions who receive 16-19 funding from us.

This is the next step in the production of the 2013/14 funding allocation, which will be communicated to institutions by the end of March.

The 16-19 funding methodology for 2013/14 is a significant change from that for previous years, and also incorporates a new approach to funding high needs students.

We have sent you the student number statement now to allow you to check and comment on the data and to raise any queries or business cases you may have.

If you have any issues with the figures in the statement, you should raise them with us as soon as possible and at the latest by Friday 22 February.

Academies should send queries to the academies enquiry service:

academyquestions@efa.education.gov.uk

All other institutions should send queries to the relevant EFA 16-19 territory mailbox:

ypeastern.EFA@education.gsi.gov.uk
ypsouthern.EFA@education.gsi.gov.uk
ypwestern.EFA@education.gsi.gov.uk
ypnorthern.EFA@education.gsi.gov.uk

As with the shadow allocations in October, we have produced an allocations calculation toolkit (ACT) which explains how we have used institutions’ data to arrive at some of the key figures in their student number statements. We will make this available on the Information Management Portal.
**Information: Post-16 High Needs Student numbers for 2013/14**

We have sent a letter to local authorities to summarise where we have got to and to confirm the next stages in the process for post-16 High Needs Students for the 2013/14 academic year. You can see the letter on our website.

**Action: ILR-providers - revised funding claim timetable**

We have amended the timetable for young people funding returns for ILR-funded providers.

We have done this to take account of the proposed changes to ILR data return timetable recently announced by the Information Authority.

We will now require a single in-year estimate in June 2013. This replaces the previously announced February and September estimates for independent private providers who are also funded for 2013/14.

We will publish further details of how to make the June return on the funding guidance web page later this spring.

Final funding claims for 2012/13 for all ILR-funded providers will now be due in October.

The final date for these returns will be the same as the date set by the Information Authority for final ILR data returns for 2012/13.

If you are a grant-in-aid provider, you are only required to make final claims. You are not required to make in-year estimates as your ILR return is sufficient for EFA funding monitoring purposes.

**Action: European Social Funding tendering opportunity**

The Skills Funding Agency, in agreement with the EFA, has published details of a European Social Fund (ESF) tendering opportunity. It is to support young people who are aged 14-19 and who are not in education, employment or training (NEET) or at risk of becoming NEET.

The Skills Funding Agency Pre-Qualifying Questionnaire (PQQ) and OJEU notice are now both live and running.
The closing date for this is 19 February. Providers who are already on the Skills Funding Agency Register will not be automatically included and therefore also need to respond to a PQQ, although the PQQ is shorter for providers on the Skills Funding Agency Register.

If you have any questions about the process, you are asked to use the ‘Messages’ function within the PQQ on the e-tendering portal. We ask that you don’t contact the Skills Funding Agency or EFA about the process using any other method.

Information: Priority School Building Programme update

The first two successful bidders for the £2.4 billion Priority School Building Programme have been announced.

Over 9,000 pupils in 15 schools will benefit from new and renovated school buildings.

Sir Robert McAlpine Ltd has been successful in its bid for a contract for the first group of schools in the North East, Yorkshire and Humberside and Wates Construction Ltd has successfully bid for a contract in Coventry.

The Priority School Building Programme is being managed and delivered by the Education Funding Agency. You can read more in the Department press release.

Action: Information Management Portal password resets

The Information Management Portal is an EFA website for sharing documents with providers. We are planning to place a number of documents on the IMP during the Spring Term; most significantly Academy and 16-19 funding allocations for 2013/14.

To access the IMP you need to use a password and username. If you have forgotten your password we have added some new information to the front of the website to help you obtain a new password and sign-in. Please follow the instructions provided.

If you have forgotten your username or still have issues accessing the IMP please email:

- academyquestions@efa.education.gov.uk (for academies)
- or username.efa@education.gsi.gov.uk (for other types of provider).