

	Total funding Standards (not inc FS or employer incentives)
Idverde	
	KEITS costs %
Apprentice sign ups by BD including checking eligibility & initial assessment	0.75%
Provide online learning platform for learners (Smart Assessor)	0.80%
Monthly dissemination of information on sub-contractor's performance.	0.15%
Monthly MIS detailing each learner and employer's details to ensure they meet the audit requirements outlined in KEITS Quality Manual, KEITS Sub-Contract agreement and the ESFA funding rules.	0.30%
Processing and storage of all employer/learner paperwork and information at its head office for audit/funding and compliance.	0.50%
Observation of Teaching, Learning and Assessment and IQA prior to Gateway	3.00%
MIS data uploaded to the hub via KEITS staff.	0.30%
Support with interpreting government initiatives/documents and guidance.	0.15%
Face to face meetings (including via skype) inc with Senior KEITS staff	1.00%
Monthly detailed provider funding reports per provider.	0.25%
Detailed monthly individual learner progress monitoring tracking.	0.80%
Manage financials received from the employer and the ESFA and make appropriate payments.	0.25%
Oversee the relationship with the end-point assessment provider and EPA administration	2.00%
Ensure high quality delivery through observations of the Apprenticeship journey, monitoring of progress, undertaking learner IAG phone reviews, learner and employer exit reviews, ESFA learner and employer satisfaction surveys, auditing and compliance checking paperwork and data to ensure eligibility and authenticity	3.00%
Provide nominated safeguarding and Prevent co-ordinator details for queries, concerns and reporting of incidents (Investigate complaints or allegations made against the sub-contractor if applicable.	0.50%
Provide nominated finance staff for the administration / queries regarding payments and incentives.	0.25%
Undertake a proportion of apprentice learner reviews	0.75%
Delivery costs including centre costs for PA1 & First Aid quals required for standard	5.00%
CPD / Sector support for Sub contractor's delivery team	0.25%
Total	20.00%