

Extract from the SFA Funding Rules Version 2 2013/14

361. You must publish your supply-chain fees and charges policy on your website before entering into any subcontracting agreements for the 2013/2014 academic year.

362. You must, as a minimum, include the following in your supply-chain fees and charges policy.

362.1. Your reasoning for subcontracting

362.2. Your contribution to improving your and your subcontractor's quality of teaching and learning

362.3. The typical percentage range of fees retained to manage subcontractors, and how this range is calculated

362.4. The support subcontractors will receive in return for the fee you charge

362.5. If appropriate, the reason for any differences in fees charged for or support provided to different subcontractors

362.6. Payment terms between you and your subcontractors – timing of payments in relation to delivering provision and timescale for paying invoices and claims for funding received

362.7. How and when the policy is communicated to and discussed with current and potential subcontractors

362.8. Timing for policy review

362.9. Where the policy is published.

363. You must also publish data on the actual level of funding paid and retained for each of your subcontractors in 2013/2014. This data must be published within 30 days of the 2013/2014 ILR closing.

364. You must, as a minimum, include the following in your published supply-chain fees and charges:

364.1. Name of the subcontractor

364.2. UKPRN number of the subcontractor

364.3. Contract start and end date

364.4. Type of provision (for example, 16-18 Apprenticeships, 19+ Apprenticeships, classroom learning, workplace learning)

364.5. Funding we have paid to you for provision delivered by the subcontractor in that academic year

364.6. Funding you have paid to your subcontractor for provision delivered in that academic year

364.7. Funding you have retained in relation to each subcontractor for that academic year

364.8. If appropriate, funding your subcontractor has paid to you for services or support you have provided in connection with the subcontracted provision

365. You must publish this information on fees and charges alongside your supply-chain fees and charges policy to allow all your supply-chain fees and charges information to be viewed in context.