



Education & Skills
Funding Agency

The earnings adjustment statement guidance 2018 to 2019

Version 1

This document sets out how to use the 2018 to 2019 earnings adjustment statement (EAS) for:

- all apprenticeships
- the adult education budget
- traineeships, where they are not funded through a 16 to 19 contract
- the advanced learner loans bursary

November 2018

Of interest to colleges, other training organisations and employers.

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Introduction and purpose of the document

1. The earnings adjustment statement (EAS) is a way to record some types of funding that you cannot report in the individualised learner record (ILR).
2. For a complete understanding of how the funding system works in practice, please read this document along with:
 - [Adult education budget funding and performance management rules 2018 to 2019](#)
 - [Adult education budget funding rates and formula 2018 to 2019](#)
 - [Advanced learner loans funding rules 2018 to 2019](#)
 - [Apprenticeship funding and performance management rules 2018 to 2019](#) (for starts from 1 May 2017)
 - [Apprenticeships technical funding guide](#) (for starts from 1 May 2017)
 - [ILR specification, validation rules and appendices 2018 to 2019](#)
 - [Funding rules](#) (for apprenticeship starts before 1 May)
 - [Funding rates and formula](#) (for apprenticeship starts before 1 May)

Understanding the terminology

3. The terms 'we' and 'ESFA' refer to the 'Education and Skills Funding Agency' and associated staff.
4. When we refer to 'you' or 'providers', this includes colleges, training organisations, local authorities and employers that receive funding from us, or Advanced Learner Loans (loans) payments from the Student Loans Company (SLC) on behalf of learners, to deliver education and training.
5. When we refer to 'levy contracted' this is where the apprentice is funded using funds in an employer's apprenticeship service account (or funded through co-investment because there are insufficient funds in the employer's apprenticeship service account) through a contract for services between you and the employer.

6. When we refer to 'non-levy contracted' this is where the apprentice is funded by us through a contract for services between you and us.
7. The terms 'levy contracted' and 'non-levy contracted' reflect the Learning Delivery Funding and Monitoring codes for the 'Apprenticeship Contract Type' (ACT) used in the ILR. 'Levy contracted' refers to 'ACT1' and 'non-levy contracted' refers to 'ACT2'.

Changes from the 2017 to 2018 guidance

8. You need to upload a comma-separated values (CSV) file for your EAS claims, rather than by entering data into an online form. For more information, see the 'How to create and submit an EAS claim' section starting from paragraph 55.
9. We have used a system of 'Funding Lines' and 'Adjustment Types' to support the collection in a CSV file. Adjustment types are the types of claims you are making (for example, excess learning support) and the Funding Lines relate to the programme you are claiming for (for example, levy apprenticeships). For more information on the Funding Lines and Adjustment Types to use, see Annex 2: FundingLine and AdjustmentType labels.
10. We have grouped some of the funding lines together in the 2018 to 2019 Funding Summary report; these were separate in the 2017 to 2018 Funding Summary Report. For more information about how the funding lines for EAS submissions map to the Funding Summary Report, see Annex 2: FundingLine and AdjustmentType labels.
11. You no longer need to report exceptional learning support through the EAS. Instead, you only need to complete the [exceptional learning support cost form](#).
12. We have added a separate category for the Prince's Trust, which you should use instead of including these values within Authorised Claims as claimed in previous years.
13. We no longer have a separate category for Audit Adjustments. These should be included within the Authorised Claims category.

The programmes you can report funding for

14. You can report funding for the following programmes using the EAS collection:

- **Carry-in Apprenticeships (for starts before 1 May 2017 and non-procured delivery)**
 - 16-18 Apprenticeship Frameworks
 - 16-18 Trailblazer Apprenticeships
 - 19-23 Apprenticeship Frameworks
 - 19-23 Trailblazer Apprenticeships
 - 24+ Apprenticeship Frameworks
 - 24+ Trailblazer Apprenticeships
 - 16-18 Non-levy contracted Apprenticeships (non-procured delivery)
 - Adult Non-levy contracted Apprenticeships (non-procured delivery)
- **Levy Contracted Apprenticeships**
 - 16-18 Levy contracted Apprenticeships
 - Adult Levy contracted Apprenticeships
- **Non-Levy Contracted Apprenticeships (procured delivery)**
 - 16-18 Non-levy contracted Apprenticeships (procured delivery)
 - Adult non-levy contracted Apprenticeships (procured delivery)
- **16-18 Traineeships – use only for traineeships not funded through a 16 to 19 contract**
 - 16 to 18 traineeships
 - 16 to 19 traineeships bursary
- **Adult Education Budget (non-procured delivery)**
 - 19-24 Traineeships (non-procured delivery)
 - AEB - other learning (non-procured delivery). *This excludes community learning and learner support*
- **Adult Education Budget (procured delivery)**
 - 19-24 Traineeships (procured delivery from 1 November 2017)
 - Adult education – other learning (procured delivery from 1 November 2017). *This excludes community learning and learner support*
- **Advanced learner loans**
 - Advanced learner loans bursary

Details of what you can claim in the EAS (the adjustment types)

15. The 'AdjustmentType' column in the EAS represents the different types of earnings adjustments you can claim funding for within the different funding lines; an example of an adjustment type is excess learning support. See Annex 2: FundingLine and AdjustmentType labels for a mapping showing the AdjustmentTypes you can use with each FundingLine.

Excess learning support

16. Excess learning support is the additional amount claimed over and above the fixed monthly rate of £150 generated through ILR data.

For example, the monthly rate of £150 is enough to cover costs for each month in the year, except for September when there is an extra one-off payment for £100. To claim this excess in the EAS, you claim £100 for September as 'Excess learning support' against the relevant funding line.

17. If a learner is on a 16 to 18 traineeship not funded through a 16 to 19 contract, or planned learning is less than one month, you can claim all learning support as 'Excess learning support'.

For example, a learner starts on 2 August 2018, finishes on the 30 August 2018 and requires learning support. Because the learning is less than one calendar month, you should claim the whole amount required as 'Excess learning support' against the relevant funding line.

18. We expect you only to claim for the funding you need.

For example, a learner needs support for two months only; £100 in the first month and £200 in the second month equalling £300 in total. We expect you to only claim for two monthly payments of £150 to cover the total cost; we do not expect you to claim £50 excess in the second month.

19. You can find further information on when you may claim learning support, and evidence requirements in the relevant funding rules (see paragraph 2 for the hyperlinks to these documents).

20. In the CSV file, the 'AdjustmentType' to use for claiming Excess Learning Support is:

- Excess Learning Support

Authorised claims (including audit adjustments)

21. You may need to use this adjustment type if:

- we have asked you to repay funding to us following an audit. You must enter any repayments as a negative figure (-xxxx.xx)
- we have authorised you to use this claim
- the funding rules identify an exception where you can use this category

22. We have created a separate adjustment type for Prince's Trust provision, which you should use instead of using authorised claims for this provision as claimed in previous years.

23. You must not use this adjustment type for any audit adjustments from a different funding year.

24. We will monitor the use of this adjustment type and may ask for the evidence of authorisation if we believe we have not authorised its use.

25. The values that you should use in the 'AdjustmentType' column in the CSV file for claiming authorised claims are:

- Authorised Claims – **except** for apprenticeship starts from May 2017 - see below for more information.

For apprenticeship starts from May 2017, we have separated authorised claims into these four adjustment types:

- **Authorised Claims - Training costs exc Maths/Eng** - For claims relating to training costs, excluding training in maths and English.
- **Authorised Claims - Additional payments for provider** - For claims relating to the £1,000 additional payments we make to you for younger apprentices and eligible 19-23 year olds.
- **Authorised Claims - Additional payments for employer** - For claims relating to the £1,000 additional payments we make to you on behalf of the employer.
- **Authorised Claims - Additional payments for apprentice** - For claims relating to the £1,000 Additional Payments we make to you on behalf of the apprentice, for apprentices who are care leavers (aged up to 24 years old).

26. Although we have merged the categories for 'Audit Adjustments and Authorised Claims this year, we still show them separately on the Funding Summary report (to minimise the impact on your systems). We will show all the EAS claims under the Authorised Claims lines in the Funding Summary report; the Audit Adjustment lines will be blank.

Prince's Trust

27. You can only use the Prince's Trust adjustment type for Adult Education Budget (AEB) training; you can use this for either procured or non-procured AEB training.

28. For information on which learners are eligible, please refer to the [Adult education budget: funding and performance management rules](#). For information on the amount you can claim, please refer to the .

29. In the CSV file, the AdjustmentType to use for claiming Prince's Trust provision is:

- Princes Trust

Learner support

30. You can only claim learner support funding for
 - a. 19 to 24 traineeships if you do not have a discretionary learner support budget **OR**
 - b. apprenticeship frameworks that started before 1 May 2017
31. If you do not have an allocation of learner support, you can claim learner support for 19- to 24-year-old learners on traineeships from the AEB through the EAS, as described in the [funding rules](#).
32. For more information on learner support in apprenticeships that started before 1 May 2017, please see the [funding rules](#).
33. You should **not** use this adjustment type for learner support for the 16 to 19 traineeship bursary or the Advanced Learner Loans Bursary, as alternative adjustment types may be used instead.
34. In the CSV file, the AdjustmentType to use for claiming learner support is:
 - Learner Support

16 to 19 traineeship bursary and free meals fund claims

35. The 16 to 19 traineeship bursary and free meals fund can only be claimed for 16 to 19 traineeship learners not funded through a 16 to 19 contract. Please read the [Adult education budget funding and performance management rules 2018 to 2019](#) in conjunction with the [16 to 19 Bursary Fund guide for 2018 to 2019](#) when claiming for eligible students.
36. You should also refer to our guidance on [free meals in further education in 2018 to 2019](#).

37. The 16 to 19 bursary fund has three parts – an element for learners in defined vulnerable groups ('vulnerable student bursaries'), a discretionary element awarded by you to young people that best fit the needs and circumstances of their learners ('discretionary bursaries') and free meals. You can claim these elements separately.
38. For the vulnerable student bursary element of the 16 to 19 bursary fund, you must first apply for the funding from the Student Bursary Support Service (SBSS) by filling in a funding claim form. You should access this through the [SBSS online portal](#).
39. Once the SBSS approves the funding claim, you can claim the funding using the EAS.
40. In the CSV file, traineeship bursary and free school meals FundingLine is '16-18 traineeship'. The AdjustmentType values to use to represent the different parts of the 16 to 19 Traineeship Bursary are:
 - Free Meals
 - Discretionary Bursary
 - Vulnerable Bursary

Excess support within Advanced Learner Loans bursary

41. You may use the adjustment type of 'ALLB Excess Support' to indicate eligible learner support and excess learning support for learners with Advanced Learner Loans.
42. Contract-funded providers, and providers who only hold a loans facility conditions and bursary funding agreement with us, can claim additional learner and learning support funding for learners with Advanced Learner Loans where the fixed monthly rate does not cover the full cost of the support provided. The monthly rate depends upon the details entered in the ILR for code ALB1, ALB2 or ALB3. You must only claim the additional funding needed each month, and you must continue to claim the standard funding rate(s) using the ILR.

43. For contract-funded providers, the ‘ALLB excess support’ category may include a mixture of learner and learning support. You can find full details in the [Advanced learner loans funding rules 2018 to 2019](#).
44. Grant-funded providers should only claim excess learning support through the EAS.
45. If learning support for a single learner with an Advanced Learner Loan is greater than £19,000 in a funding year, you must claim the excess over this amount as exceptional learning support through the exceptional learning support - cost form with prior agreement from us. You can only claim this funding when we have agreed that you can submit an [exceptional learning support - cost form](#).
46. Where you claim the Advanced Learner Loans bursary you must retain audit evidence for the overall cost of support provided, including the funding earned using the ILR.
47. For further information on what you can claim, please read the [Advanced learner loans funding rules 2018 to 2019](#).
48. In the CSV file, the AdjustmentType to use for claiming learner support and excess learning support within the Advanced Learner Loans bursary is:
- ALLB Excess Support

The adjustment types you can use for each funding line

49. The table below shows the different funding lines that you can use for claiming the different adjustment types. The “AdjustmentType” column below relates to the “AdjustmentType” values that you should use when creating your CSV file.

AdjustmentType	Funding Lines where can this adjustment type can apply
Excess Learning Support	All except "Advanced Learner Loans Bursary", where ALLB Excess Support may apply instead

AdjustmentType	Funding Lines where can this adjustment type can apply
Learner Support	<ul style="list-style-type: none"> • 16-18 Apprenticeships • 19-23 Apprenticeships • 24+ Apprenticeships • 19-24 Traineeships (non-procured) • 19-24 Traineeships (procured from Nov 2017)
ALLB Excess Support	<ul style="list-style-type: none"> • Advanced Learner Loans Bursary
Authorised Claims	<ul style="list-style-type: none"> • 16-18 Apprenticeships • 16-18 Trailblazer Apprenticeships • 19-23 Apprenticeships • 19-23 Trailblazer Apprenticeships • 24+ Apprenticeships • 24+ Trailblazer Apprenticeships • 16-18 Traineeships • 19-24 Traineeships (non-procured) • 19-24 Traineeships (procured from Nov 2017) • AEB - Other Learning (non-procured) • AEB - Other Learning (procured from Nov 2017) • Advanced Learner Loans Bursary
Authorised Claims - Additional payments for apprentice	<ul style="list-style-type: none"> • 16-18 Apprenticeship (From May 2017) Levy Contract • 19+ Apprenticeship (From May 2017) Levy Contract • 16-18 Apprenticeship Non-Levy Contract (procured) • 19+ Apprenticeship Non-Levy Contract (procured)
Authorised Claims - Additional payments for employer AND Authorised Claims - Additional payments for provider AND Authorised Claims - Training costs exc Maths/Eng	<ul style="list-style-type: none"> • 16-18 Apprenticeship (From May 2017) Levy Contract • 19+ Apprenticeship (From May 2017) Levy Contract • 16-18 Apprenticeship (From May 2017) Non-Levy Contract (non-procured) • 19+ Apprenticeship (From May 2017) Non-Levy Contract (non-procured) • 16-18 Apprenticeship Non-Levy Contract (procured) • 19+ Apprenticeship Non-Levy Contract (procured)
Princes Trust	<ul style="list-style-type: none"> • AEB - Other Learning (non-procured) • AEB - Other Learning (procured from Nov 2017)
Free Meals	<ul style="list-style-type: none"> • 16-18 Traineeships
Discretionary Bursary	<ul style="list-style-type: none"> • 16-18 Traineeships
Vulnerable Bursary	<ul style="list-style-type: none"> • 16-18 Traineeships

When to submit an EAS claim

50. The EAS collection dates align with the ILR collection dates. For example, you can submit the EAS data corresponding with the R06 collection in the 2018 to 2019 year up to 6 February 2019.
51. If you are claiming for any of the programmes set out below you should submit an EAS each month, unless you are not claiming any funding for that month:
- all apprenticeships
 - 16 to 18 traineeships
52. If you are a contract-funded provider, or only hold a loans facility conditions and bursary funding agreement with us ('paid on actuals' for the AEB or the Advanced Learner Loans bursary), you should also submit an EAS each month, unless you are not claiming any funding, for the following programmes:
- adult education budget (AEB)
 - Advanced Learner Loans bursary
53. If you are a grant-funded provider ('paid on profile' for the AEB or the Advanced Learner Loans bursary) we expect most providers to submit an EAS at least every quarter. This does **not** include any AEB you may be delivering under a procured contract, where we expect you to submit any EAS claims each month. For EAS claims to be included as part of your funding claims, you need to ensure your claims are up to date by the [Funding Claim return closes in 2018 to 2019](#).
54. You need to submit all claims by the final R14 collection to be paid or to be reconciled with your profile payments, whichever is appropriate.

How to create and submit an EAS claim

55. To submit an EAS claim you must upload a CSV (comma-separated values) file to the Hub.

56. When adding claims to your CSV file you should use a separate row for each funding line (FundingLine) and category (AdjustmentType) you are claiming against in any given month. You must also ensure you have supporting evidence for each claim you make.

	A	B	C	D	E
1	FundingLine	AdjustmentType	CalendarYear	CalendarMonth	Value
2	16-18 Apprenticeship (From May 2017) Levy Contract	Authorised Claims - Additional payments for apprentice	2018	8	1.23
3	16-18 Apprenticeship (From May 2017) Non-Levy Contract (non-procured)	Authorised Claims - Additional payments for provider	2018	9	1.23
4	16-18 Apprenticeship (From May 2017) Non-Levy Contract (non-procured)	Authorised Claims - Additional payments for employer	2019	1	-1.23
5	16-18 Apprenticeship (From May 2017) Non-Levy Contract (non-procured)	Authorised Claims - Training costs exc Maths/Eng	2019	1	1.23
6	16-18 Apprenticeship (From May 2017) Non-Levy Contract (non-procured)	Authorised Claims - Training costs exc Maths/Eng	2019	2	1.23
7					
8					

57. Each row in the EAS CSV file represents a value for delivery in a calendar month and year. We will add together the values from each month to calculate your total earnings.

58. If you need to change or add EAS values for a previous calendar month, you would include these changes in your latest CSV file along with values for the latest month. For instance, the CSV files submitted in November 2018 could include rows with Calendar Months from 8 to 11, representing August to November.

59. The validation rules will prevent you returning data for calendar months after the month relating to the current collection. For example, the R06 collection in the 2018 to 2019 year is open until 6 February 2019, but the latest calendar month which may be returned in this file is calendar month 1 (January) in calendar year 2019.

60. You should only return records for delivery that has taken place within the associated funding year.

For example, you can submit an EAS for the 2018 to 2019 year any time up to the close of R14 in October 2019, but it will only affect EAS funding earned on activity that took place in the 2018 to 2019 funding year between August 2018 and July 2019.

61. Each time you submit a new EAS claim your CSV file should include the rows for any previous claims from the current academic year.

62. Not including rows from your previous claim will remove them from your EAS data. **This means we will subtract any funding associated with those rows from the next payment we make to you.** You must continue to submit any data you previously submitted, unless it is an error, as this is a year to date collection.

Filename

63. You must give all files a specific filename followed by the CSV file extension. The filename format is EASDATA-LLLLLLLLL-yyyymmdd-hhnnss.CSV
64. The filename is case sensitive and has several sections separated by hyphens: Each section in the filename represents a specific piece of information.
- LLLLLLLL - the UK provider reference number (UKPRN) which is eight characters.
 - yyyymmdd-hhnnss - the date and time stamp when you generated the file. This should appear in the format above and be 15 characters long, with a hyphen separating the date and time (y is the year, m is the numerical value of the calendar month, d is the numerical value of the day, h is the hour in 24-hour format, n is the minute and s the second).

Format of the data required

65. Your CSV file should have 5 columns of data with columns names in the top row. The columns must be in this order:
1. **FundingLine:** the funding programme and line you are claiming against
 2. **AdjustmentType:** the category that you are claiming funding for
 3. **CalendarYear:** the calendar year when you incurred the expense, such as 2018
 4. **CalendarMonth:** the calendar month when you incurred the expense, such as 5 for May
 5. **Value:** the amount you are claiming, to two decimal places. This can be a positive or negative value.

66. The values you can use in each column are as follows:

Data	Length	Data Type	Mandatory field	Accepted values
FundingLine	N/A	Varchar from controlled value list, not null	Y	Controlled value list - See Annex 2
AdjustmentType	N/A	Varchar from controlled value list, not null	Y	Controlled value list - See Annex 2
CalendarYear	N/A	Int from controlled value list, not null	Y	2018 or 2019
CalendarMonth	N/A	Int from controlled value list, not null	Y	Integers between 1 and 12
Value	9 before decimal point, 2 after decimal point with a minus sign for negative values	Decimal, not null	Y	Made up of digits from 0-9, optionally one decimal point, and optionally a minus sign

67. Details of the ‘funding line’ and ‘adjustment type’ values you can use are in Annex 2: FundingLine and AdjustmentType labels.

File validation and error handling

68. There are three stages in validating a file; file level, field definition and validation rules. For further information, please refer to the validation rules.

File level rules

69. The file level rules ensure the format of the file and the filename are correct.

70. If the file fails a file level error, then we will reject the whole file and we will report this on the rule violation report(s). If this happens, then we will not produce the EAS Funding report.

71. If the file passes the file level rules, we pass the file to the field definition rules (see the next section).

Field definition rules

72. The field definition rules check whether:

- all mandatory fields have been returned in each row in the CSV file
- the field data types are valid
- the field lengths are valid

73. If a field fails a field definition rule, we will reject the record and we will report this on the rule violation report.

74. We will only send records that pass all of the field definition rules through to the validation rules (see the next section).

Validation rules

75. If any part of a record fails the validation rules, we will reject the record with an error. If a record generates a warning, then we will accept the record with a warning.

76. A record within a file must be unique in order to pass the field definition rules. We identify this using the combination of these fields: FundingLine, AdjustmentType, CalendarYear, CalendarMonth and Value.

77. You can access the validation rules and field definition on the EAS collection website.

78. For technical queries about submitting the EAS, please contact the service desk at sde.servicedesk@education.gov.uk.

Report generation

79. We will produce the following reports when you submit an EAS file:

- EAS Rule Violation Report
- EAS Funding Report
- Funding Summary Report
- Adult Funding Claim Report

80. We will display the EAS Rule Violation Report and EAS Funding Report on the collection details screen following your submission. In cases where the errors prevent us processing the file further, the EAS Rule Violation Report will be the only report we produce for that submission.
81. The EAS Funding Report is a CSV file containing the records that have passed validation from the corresponding CSV file submission.
82. The Funding Summary and Adult Funding Claim reports will be zipped on the business reports section of the Hub. We update these reports following EAS submission as well as ILR submission; you do not need to submit ILR data after EAS data to trigger updates to these reports.
83. The Funding Summary Report shows the data from the EAS under the appropriate budget line. The titles of the funding lines start with the letters 'EAS' to distinguish them from the funding generated through the ILR.
84. The example below, from the funding summary report, shows the EAS funding lines for 16-18 levy contracted apprenticeships.

134 Levy Contracted Apprenticeships Budget for starts on or after 1 May 2017		
135		
136	16-18 Levy Contracted Apprenticeships	Aug 2018
137	ILR 16-18 Levy Contracted Apprenticeships Programme Aim Indicative Earnings (£)	115,855.45
138	ILR 16-18 Levy Contracted Apprenticeships Maths and English Programme Funding (£)	1,000.00
139	ILR 16-18 Levy Contracted Apprenticeships Framework Uplift (£)	1,000.00
140	ILR 16-18 Levy Contracted Apprenticeships Disadvantage Payments (£)	1,000.00
141	ILR 16-18 Levy Contracted Apprenticeships Additional Payments for Providers (£)	1,000.00
142	ILR 16-18 Levy Contracted Apprenticeships Additional Payments for Employers (£)	1,000.00
143	ILR 16-18 Levy Contracted Apprenticeships Additional Payments for Apprentices (£)	1,000.00
144	ILR 16-18 Levy Contracted Apprenticeships Learning Support (£)	1,000.00
145	ILR Total 16-18 Levy Contracted Apprenticeships (£)	122,855.45
146	EAS 16-18 Levy Contracted Apprenticeships Training Audit Adjustments (£)	0.00
147	EAS 16-18 Levy Contracted Apprenticeships Training Authorised Claims (£)	2,500.00
148	EAS 16-18 Levy Contracted Apprenticeships Additional Payments for Providers Audit Adjustments (£)	0.00
149	EAS 16-18 Levy Contracted Apprenticeships Additional Payments for Providers Authorised Claims (£)	2,600.00
150	EAS 16-18 Levy Contracted Apprenticeships Additional Payments for Providers Excess Learning Support (£)	2,400.00
151	EAS 16-18 Levy Contracted Apprenticeships Additional Payments for Employers Audit Adjustments (£)	0.00
152	EAS 16-18 Levy Contracted Apprenticeships Additional Payments for Employers Authorised Claims (£)	2,700.00
153	EAS 16-18 Levy Contracted Apprenticeships Additional Payments for Apprentices Audit Adjustments (£)	0.00
154	EAS 16-18 Levy Contracted Apprenticeships Additional Payments for Apprentices Authorised Claims (£)	2,800.00
155	EAS Total 16-18 Levy Contracted Apprenticeships Earnings Adjustment (£)	13,000.00
156	Total 16-18 Levy Contracted Apprenticeships (£)	135,855.45
157		

85. Although we have merged the 'Audit Adjustments and Authorised Claims this year, we still show them separately on the Funding Summary report to minimise the impact on your systems. We will show all the EAS claims under the Authorised Claims lines; the Audit Adjustment lines will be blank.

Annex 1: Earnings adjustment statement screenshots

The following screenshots show how the EAS upload screens look on the Hub.

Image one: showing the 'Add file' option towards the top of the page and the 'Recent submission and reports' section towards the bottom of the page.

Collection name - 1819_EAS

Open Until: 05 Nov 2019 Return Number: 2018_10_EAS

1819_EAS_Batch Add file

No files/forms are present for this Item

Submit

Recent submission and reports

Name	Status	Reports
- 01/11/2018 13:06:51		
EASDATA-20181031-20181031-114513.csv	Job Finished Job Started Submitted Queue Job	EAS Funding Report-20181031-20181101-130731.csv EAS Rule Violation Report 20181101-130722.csv

Refresh

Image two: showing a link to updated ILR reports after the submission of an EAS file.

Data Returns

Active Completed **Business reports** Provider search Archived

Reports overview

<< < 1 to 15 of 72 reports > >> View All Collections Show

Collection Name	File Name	Return Number	Created Date
1819_EAS	10005549 ILR Reports Re-Generated After EAS Submission 20181101-130803.zip	2018_10_EAS	01/11/2018 01:08:03 PM

Annex 2: FundingLine and AdjustmentType labels

Funding lines

Use the FundingLine values in the FundingLine column of your CSV file when submitting your EAS claims.

Funding programme	Funding line (Funding Summary Report)	FundingLine (EAS Submission)
Carry-in apprenticeships (for starts before 1 May 2017) and non-procured delivery	16-18 Apprenticeship Frameworks	16-18 Apprenticeships
	16-18 Trailblazer Apprenticeships	16-18 Trailblazer Apprenticeships
	19-23 Apprenticeship Frameworks	19-23 Apprenticeships
	19-23 Trailblazer Apprenticeships	19-23 Trailblazer Apprenticeships
	24+ Apprenticeship Frameworks	24+ Apprenticeships
	24+ Trailblazer Apprenticeships	24+ Trailblazer Apprenticeships
	16-18 Non-levy contracted Apprenticeships (non-procured delivery)	16-18 Apprenticeships (From May 2017) Non-Levy Contract (non-procured)
	Adult Non-levy contracted Apprenticeships (non-procured delivery)	19+ Apprenticeship (From May 2017) Non-Levy Contract (non-procured)
Levy Contracted Apprenticeships	16-18 Levy contracted Apprenticeships	16-18 Apprenticeship (From May 2017) Levy Contract
	Adult Levy contracted Apprenticeships	19+ Apprenticeship (From May 2017) Levy Contract
Non-levy Contracted Apprenticeship (procured)	16-18 Non-levy contracted Apprenticeships (procured delivery)	16-18 Apprenticeship Non-Levy Contract (procured)
	Adult non-levy contracted Apprenticeships (procured delivery)	19+ Apprenticeship Non-Levy Contract (procured)
16-18 Traineeships	16 to 18 traineeships	16-18 Traineeships
	16 to 19 traineeships bursary	16-18 Traineeships
Adult Education Budget (non-procured delivery)	19 to 24 traineeships (non-procured delivery)	19-24 Traineeships (non-procured)
	AEB - other learning (non-procured delivery)	AEB - Other Learning (non-procured)

Funding programme	Funding line (Funding Summary Report)	FundingLine (EAS Submission)
Adult Education Budget (procured delivery)	19 to 24 traineeships (procured delivery from 1 November 2017)	19-24 Traineeships (procured from Nov 2017)
	Adult education – other learning (procured delivery from 1 November 2017)	AEB - Other Learning (procured from Nov 2017)
Advanced learner loans	Advanced learner loans bursary	Advanced Learner Loans Bursary

Claim categories (AdjustmentType values)

Use the following values in the AdjustmentType column of your CSV file:

- ALLB Excess Support
- Authorised Claims
- Authorised Claims - Additional payments for apprentice
- Authorised Claims - Additional payments for employer
- Authorised Claims - Additional payments for provider
- Authorised Claims - Training costs exc Maths/Eng
- Discretionary Bursary
- Excess Learning Support
- Free Meals
- Learner Support
- Princes Trust
- Vulnerable Bursary

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