Cross-year actions
PICS ILR export & Funding Calculator

Version 1.00

What is the issue ?

- New ESFA contract year starts 1st August;
  Old contract year finishes 31st July *but remains open for ILR submissions until mid-October*.
- <u>ESFA Hub has separate datasets for each contract year</u>, with a different structure & calculations.
- Aug-Oct - providers must submit separate ILR data files for each year.
- PICS manages this within a single, continuous dataset.
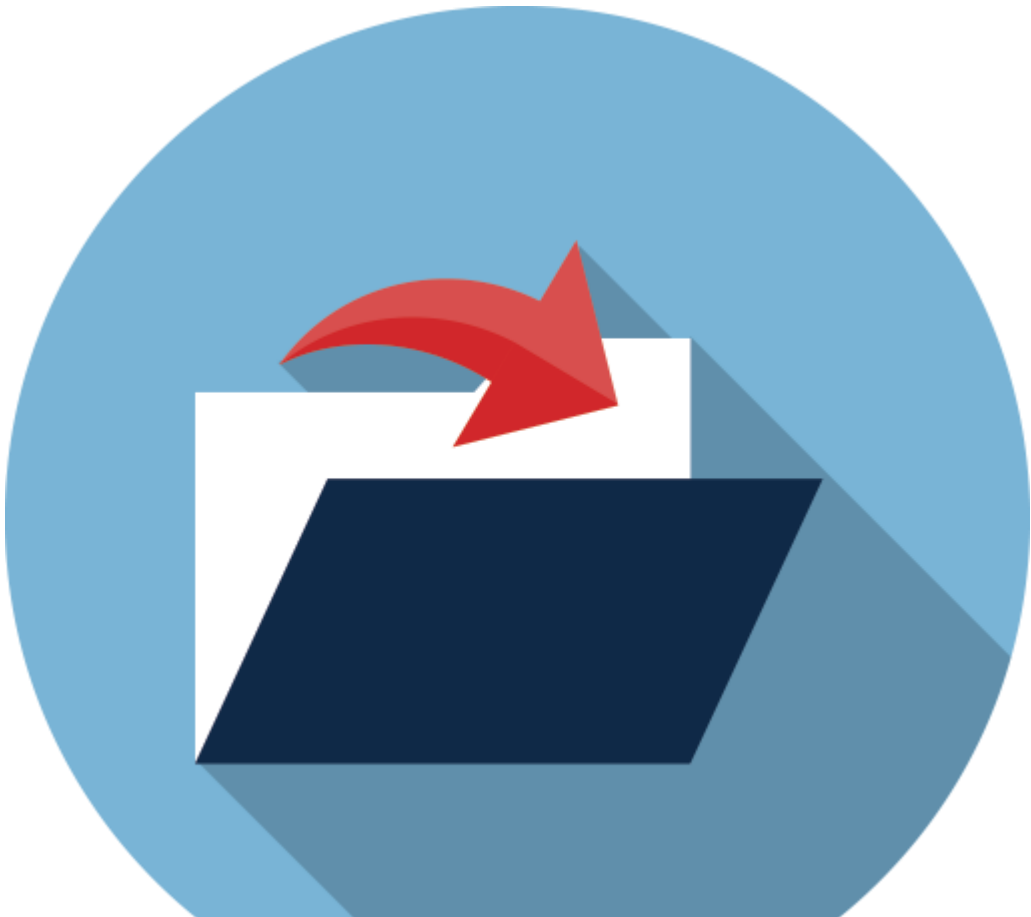
Why is this important ?

1. Your ILR submissions to ESFA Hub affect funding and QAR. They must be consistent, correct and up to date for **both** years.

2. Your PICS funding calculations should be kept in line with your ILR submissions.

Data changes to check

Changes to learners live in the previous year, made *after* the period 12 submission for that year:

1. Late notified starts, leavers & achievers prior to 1st August. These may affect funding.
2. Changes to personal and other details that affect both years. These may affect funding & tracking of the learner across years.

What to do & when

August to October you will need to:

- Create and submit ILR data files for both years.
- Run the PICS Funding Calculator for both years.

ESFA finally closes the old year for data submissions in mid-late October (see ILR spec Appendix A for exact dates). After that, you only need to process data and funding for the new year .
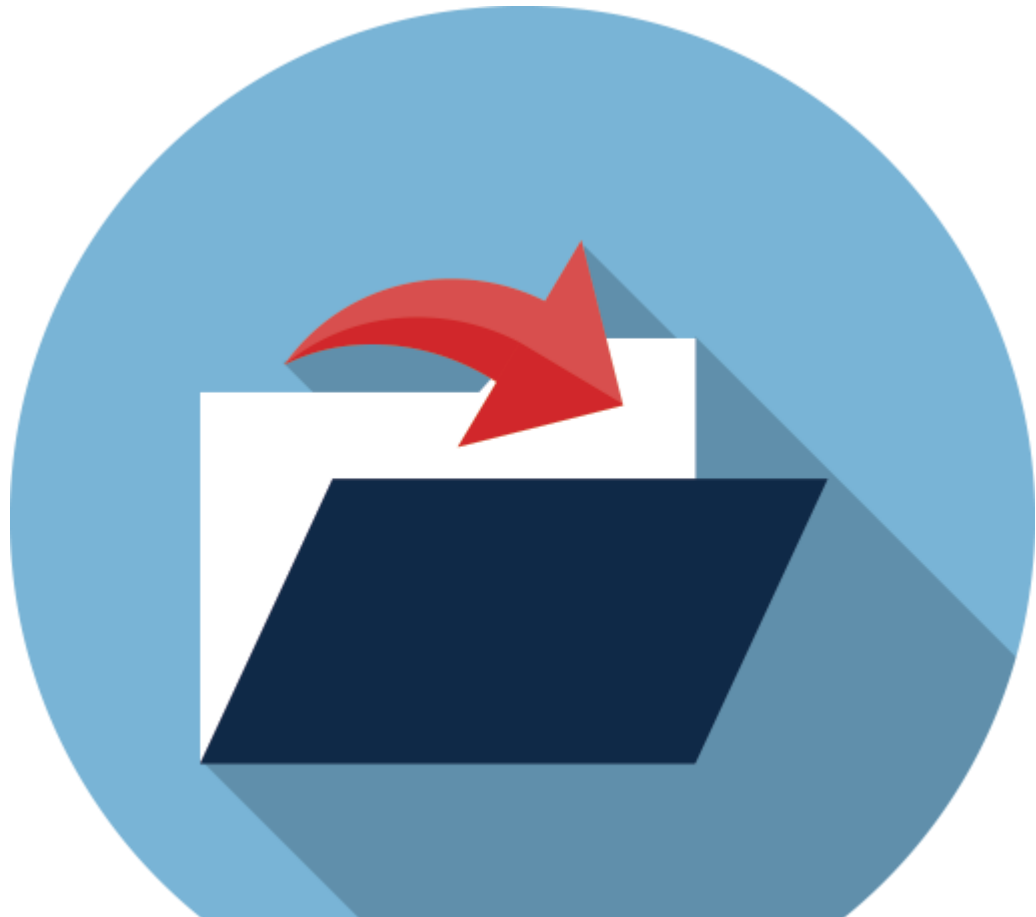
PICS ILR export process

- Aug-Oct: Prompt to select the year when starting the exporter.
- When submitting ILR for new year also create & submit a file for old year.
  This allows for any changes to your carryover learners, also late notified starts, leavers or achievers from that year.
- Always submit a final old year file to the Hub in October but...
- DON'T LEAVE IT UNTIL THE LAST DAY !

PICS Funding Calculator

- Aug-Oct: Prompt to select the year when starting the calculator.
- Draft/Final periods 1-3 for new year as usual.
- Refinal period 12-13 for old year when finalling new year.
- Helps PICS report correctly for:
  - changes to carryover learners.
  - late notified starts, leavers or achievers from that year.

Further information

- Call the support team: 01603 492620
- Online help: https://pellcomp.atlassian.net/wiki/spaces/POH/pages/276450470/Year-End+Processes

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