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| --- | --- |
| Organisation Name: |  |
| UKPRN |  |
| Registered Address |  |
| Contact name |  |
| Contact email and telephone number |  |
| Has your organisation completed Hertford Regional College Due Diligence Process within the past 12 months? | Yes / No |

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| --- | --- | --- | --- |
| Task 1 | Confirm requested learner numbers (Volumes and Values spreadsheet must be attached to show how this will be delivered) | Total Learner Numbers:  Complete Volumes and Values spreadsheet- Delivery Profile tab | Mandatory completion |
| Task 2 | Please complete the achievement / retention data tab in the Volumes and Values spreadsheet for last three years (if available) for all qualifications | Complete Volumes and Values spreadsheet –Achievement Data tab | Mandatory completion |
| Task 3 | Please complete the course information tab on the profile proforma that has been provided | Complete Volumes and Values spreadsheet –Qualifications tab | Mandatory completion |

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|  | Question | Response | Score |
| Question 1 | Please explain how the qualification(s) you have identified in the above tasks meet the curriculum intent strategy of your organisation as well as the subcontracting rationale of HRC. Please explain within your response how the delivery will support the skills agenda as identified in the Hertfordshire LSIP, will include employers in co-design and ensure their involvement in the programme.  (maximum 600 words) |  | See matrix below |
| Question 2 | Please explain how you will support learners to have full access to free funded education and training, including (but not limited to) information about and access to, 16 to 19 bursary and other student support funding, careers information, advice, and guidance (CIAG) and access to learning support (if required)  (maximum 300 words) |  | See matrix below |
| Question 3 | Please explain how your organisation is ready to deliver any allocation if awarded.  Please ensure that you provide details of your capacity and capability to deliver any allocation by the 31 July 2025  (maximum 600 words) |  | See matrix below |

Scoring Criteria:

|  |  |
| --- | --- |
| 100 | Answer fully meets requirements with strong evidence |
| 50 | Answer partially meets requirements with some evidence |
| 0 | Answer fails to meet requirements with insufficient evidence |