

EXPRESSION OF INTEREST FORM – FIFTH COMPETITIVE ROUND

Expression of Interest in a National Skills Academy to open during 2011/2012.

To be completed and signed by the lead employer or lead organisation for the National Skills Academy on behalf of all other parties who are supporting this National Skills Academy proposal. Incomplete applications will not be considered.

Please provide responses to the questions under each of the following six areas ensuring you respond to each prompt and complete the Annexes at the end. Refer to evidence sources as appropriate and email your response to nationalskillsacademies@lsc.gov.uk by **5pm 25 January 2010**.

If you have any questions about National Skills Academies policy, the Prospectus, or the process for submitting Expressions of Interest you should first check the website www.nationalskillsacademy.co.uk or contact the LSC National Skills Academies team direct at nationalskillsacademies@lsc.gov.uk

Reference Number (for internal use only): Type here

Name of Organisation submitting: Type here

Name of proposed NSA: Type here

Authorised contact name: Type here

Position: Type here

Address: Type here

Telephone: Type here

Mobile: Type here

Fax: Type here

Email address: Type here

Declaration: I confirm that, to the best of my knowledge, the information contained in this form is correct. I confirm that all partner organisations mentioned have been consulted and have agreed roles, responsibilities and financial implications for running a National Skills Academy.

Signature:

Name: Type here

Date Type here

Explanatory Note: the following template should be used to provide a **concise** description of the National Skills Academy proposal. Under each broad heading, a series of notes and prompts have been included to indicate what information is likely to be relevant to the submission. Prompts are however there to help give you a sense of the different aspects of the question, rather than be covered exhaustively.

When inserting an image, please double-click on it so that it may be viewed correctly. This opens the Format Picture window where you need to select the Layout tab. From the options given please select 'In front of text' and then click OK. You can now move and re-size the image.

At the end of the template are two tables for projected learner numbers and costs respectively, which does not count within the page limit. We recognise that learner numbers will at this stage be indicative and that gaps may exist in information. **Nevertheless it is important to provide an indication of the likely scale and scope of the proposed National Skills Academy in its early years (yrs 1-3).**

1. Vision

What will the National Skills Academy achieve? This is your opportunity to describe the changes and benefits that the National Skills Academy will deliver, to demonstrate that it will make a significant impact on the sector.

- How will the National Skills Academy transform the sector?
- How will the National Skills Academy change the skill levels of employees?
- How will the National Skills Academy change the contribution of skill to competitiveness?
- How will the National Skills Academy boost the supply of innovative solutions to business?
- How will the National Skills Academy change the investment in skills by employers?
- What are the key measures of success by which the National Skills Academy's impact will be evaluated in 3, 5 or 10 years time?
- What are the changes in the sector that the National Skills Academy addresses or complements?

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2. Market Analysis

What are the challenges the National Skills Academy will address? Here, you need to set out the context for the sector's skills issues, to explain how realisation of the National Skills Academy vision is feasible and will achieve the desired impact.

- What is the scope of the sector the National Skills Academy covers?
- What are the key skills issues facing the sector?
 - What are the key learner groups?
 - What are the critical qualification levels?
- What factors are driving those key skills issues?
- How do we know the National Skills Academy will have an impact on those factors?
- What other options might they be? Why is a National Skills Academy the best option?
- What other action is being taken by the sector? Is the National Skills Academy adding value to, or duplicating, that action?

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3. Business model

What are the products, services and resources the National Skills Academy will use? In broad terms, you need to tell us how the National Skills Academy will function as a viable commercial enterprise – how it will achieve the vision and how it will become financially self-supporting.

- What are the proposed products and services?
- What are the proposed routes-to-market?
- How will these routes-to-market achieve national reach and equal access?
- Who will deliver? How will they be co-ordinated and managed? How will their performance be collectively improved?
- What are the proposed governance arrangements for the National Skills Academy?
- What links will the National Skills Academy have to Sector Skills Councils and other relevant trade organisations?
- How will the National Skills Academy's management be structured?
- How will the National Skills Academy contribute to Government policy objectives?
- How will the National Skills Academy link to relevant policy agendas?
- How will the National Skills Academy generate income?
- How much will it cost the National Skills Academy to run itself?
- How will the National Skills Academy ensure that its income is sufficient to finance it?
- How will the National Skills Academy ensure that its income streams are diverse to avoid becoming too risky?

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4. Delivery model

- What is your proposed model for engaging employers and learners in your sector?
- What will the delivery to employers and learners consist of and where/how will this delivery take place ?
- Who will deliver to your sector? Describe the arrangements for identifying initial partners in FE/HE/ private providers
- How will the National Skills Academy manage its delivery partners?
- Set out the geographical cover and any specific priority areas / regions? How will you ensure that this is a truly national model?
- How does your specific model meets skills needs in your sector and add value to the existing provision?
- How will providers benefit from working with the National Skills Academy and delivering National Skills Academy provision?
- How will the National Skills Academy support the Training Quality Standard within its provider network?

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5. Commitment and capability

What leadership and support is given by employers and other bodies which can drive the proposals to successful implementation? Here, you need to set out who is behind the National Skills Academy and how they can deliver on the vision.

- Who is driving the proposal? How is the proposal, and ultimately the National Skills Academy, employer-led?
- How much private investment is being provided?
- How strong is their direct commitment to the National Skills Academy's aims?
- How long is their commitment to stay on driving the National Skills Academy?
- How long will employers stay to take part in the National Skills Academy's running?

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6. Development plan

If successful, how will you manage the development of your initial proposals into a full Business Plan? Here, you need to set out the timescale over which development will take, the support you will be looking for and an assessment of the challenges to developing a Business Plan which can win support.

- Over what period of time following approval of your Expression of Interest would the Business Plan be developed?
- What cost in terms of staffing and activities would be needed to satisfactorily develop the Business Plan?
- How will this cost be met – what resources and contribution are you providing and what contribution are you looking for from public funds? Note that a nominal amount of funding will be provided by the LSC to support Business Plan development but proposals should anticipate what other financial support may be required and from where this will be obtained.
- Who would be in charge of the development of a Business Plan?
- What input would be sought and from whom, in the development of a Business Plan?

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Annex: Learner Projections

Repeat by key learner groups, as necessary:

	Year One	Year Two	Year Three
14-16 year olds	Type here	Type here	Type here
16-19 year olds	Type here	Type here	Type here
19 – 24 year olds	Type here	Type here	Type here
25+ year olds	Type here	Type here	Type here
% of learners expected to be publicly funded	Type here	Type here	Type here

Annex: Funding Summary

Development Funding Years 1-3

	Year One	Year Two	Year Three
Development funding (to support staff and activity) Employer contribution	Type here	Type here	Type here

Development funding (to support staff and activity) Public funding (state whether LSC / other)	Type here	Type here	Type here
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Capital Funding

NOTE: LSC Capital funding will not be available for this competitive round (any capital costs are expected to be met by sector employers and other partners).

Capital funding (to support infrastructure) Employer contribution	Type here	Type here	Type here
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Capital funding (to support infrastructure) Other contribution	Type here	Type here	Type here
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