

Medr

Y Comisiwn Addysg Drydyddol ac Ymchwil
Commission for Tertiary Education and Research

Learner Engagement Activities Fund (LEAF) Programme Specification

This version of the specification is applicable
for the 2026/27 Academic Year.

Mae'r ddogfen hon hefyd ar gael yn y Gymraeg |
This document is also available in Welsh
www.medr.cymru



Noddir gan
Lywodraeth Cymru
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1. Introduction

The Learner Engagement Activities Fund (LEAF) is designed to support post-16 learning providers in Wales to deliver activities that enhance new learners' participation, engagement, progression, and wellbeing. The fund aims to complement the wider Post-16 Funding Framework, which outlines learner eligibility, programme aims, and expectations for post-16 provision.

Further Education Institutions can use up to 5% of their overall part-time funding, and Adult Community Learning Providers can use up to 5% of their CLG allocation for learner engagement activities.

2. Purpose

The main purpose of the funding is to enable providers to reach out to those individuals not currently in education and to create opportunities for people across Wales to participate in courses that will raise aspirations and encourage reflection on the benefits of career paths, alongside motivating those participating to continue their educational journey.

The funding is primarily intended to support providers to engage and reengage individuals who are currently not participating in education, particularly those who are hardest to reach or have the greatest barriers to learning. Its purpose is to create accessible learning opportunities that raise aspirations, promote awareness of potential career pathways, and help build the confidence and motivation needed to progress in their learning and skills development.

3. Delivery Overview

The LEAF supports activities that:

- reduce barriers to engagement for new learners;
- enhance the new learners' experience, to ensure attendance and retention;
- strengthen transitions into further education, consistent with Medr's expectations for effective post-16 pathways;
- foster a positive learning culture and community.

Funds must support equitable access across all eligible learners and should particularly benefit groups that face higher risks of disengagement.

4. Learner Eligibility

Learners must meet the general learner eligibility criteria set out in the *Post-16 Funding Framework Guidance*, including residency, age, and enrolment requirements.

Learners accessing LEAF provision through Further Education Institutions (FEIs) are eligible from age 16¹, whereas learners accessing through Adult Community Learning

¹ Age as on 31 August 2026.

(ACL) partnerships are eligible from age 19². This distinction reflects the eligibility criteria of each programme and the different purposes and learner groups served across the tertiary education system.

Individuals are deemed ineligible if they are currently:

- attending any further education or higher education provision; or
- in Medr- funded apprenticeships; or
- an ineligible overseas national.

5. Programme Content

The LEAF supports non-qualification activities that are not covered by core programme funding but contribute to learner engagement, retention and progression. Examples include:

- Community-building events or interactions that promote the learning environment
- Group activities supporting informed learner choice
- Activities that address socio-economic and other participation barriers, to support equitable access and mitigate social disadvantage in post-16 education
- Taster sessions for prospective learners
- Culturally or linguistically inclusive engagement activities
- Workshops on resilience, wellbeing and collaboration with employers or progression providers
- Targeted interventions for learners at risk of becoming disengaged

Providers must demonstrate that LEAF-funded activities are additional and not already financed through other public allocations.

Activities should demonstrate a clear benefit to learners, be cost-effective, and show measurable enhancement for engagement, participation, or progression.

6. Data Submission Requirements

Medr will use data from the Lifelong Learning Wales Record (LLWR) to monitor programme delivery for the Learner Engagement Activities Fund where relevant.

In line with the conditions set out in the annual *Terms and Conditions of Grant*, providers must ensure that data is submitted in the correct format and in a timely manner.

The LLWR User Support Manual³ sets out the guidelines that providers should follow when submitting LLWR data for the current academic year.

The following programme code (LP74) should be used for LEAF data submissions:

9500AXXP	Engagement Activities
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² Age as of engagement commencement.

³ This can be accessed at [Lifelong learning Wales record](#).

7. Monitoring and Audit

Monitoring and audit will play a role in ensuring that the guidance is being applied consistently and to help assess whether policies, procedures and controls are adequate.

Monitoring includes standard expectations as follows:

- Learner participation records
- Evaluating effects on retention, attendance and learner progression
- Learner satisfaction / feedback
- Ensuring activities align with programme aims

Medr will use the data submitted via the LLWR to monitor compliance with the programme specification. This will include:

- regular monitoring of length of provision using fields *LP73*, *LP77* and *LP55*; and
- monitoring of the data from the programme and activity datasets to check that requirements are being met.

Learner progression serves as a key performance measure for the programme and is essential in evaluating its delivery. It is expected that most learners supported through LEAF will subsequently begin their education or advance to the next level of education, training, or employment.

In addition to the approach to monitoring set out above, all data returned by providers will be subject to existing end of year audit requirements⁴. Within this, a particular emphasis will be placed in the *Auditors' Notes for Guidance* to ensure that external auditors appropriately sample the LEAF programme.

A final report and end of year Statement of Expenditure must be provided to Medr no longer than a month after the relevant September LLWR freeze date, outlining how the funding has been spent.

8. Contact Details

For any queries relating to the content of this Programme Specification, please contact Medr at InvestmentandMonitoring@medr.cymru.

⁴ The audit requirements for the current year will be published at the end of the academic year.

9. Annex: Statement of Expenditure – Learner Engagement Activities Fund



Return to	InvestmentandMonitoring@medr.cymru
Return by	31 October 2027

Name of Provider:

Academic Year: 2026/2027

Actual Expenditure (£)⁵:

Date of Last External Assessment of Internal Audit	
Conducted by	
Is this compliant with <i>Further Education Audit Code of Practice (Wales) / Public Sector Internal Audit Standards (PSIAS 1312)</i> ? (Yes / No)	

Certificate of the Principal / Director of Education and Director / Head of Finance

I hereby certify that to the best of my knowledge and belief that the information given above is correct and that all expenditure was carried out against the agreed aims and objectives in accordance with the *Terms and Conditions of Funding* and all associated guidance.

I also certify that clear accounting records have been maintained at provider level to identify receipt of the Medr funding and its subsequent distribution to the respective area of service as set out in the *Terms and Conditions of Funding*; and that funding is covered by the provider's normal financial controls, including periodic review by internal audit.

	Principal / Director of Education	Director / Head of Finance
Name		
Signature		
Date		

NB: All supporting evidence must be retained for audit purposes.

⁵ All expenditure incurred between 1 August 2026 and 31 July 2027.

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