

# Guidance on the transitional arrangements for 2023-24

- All programmes will produce an action plan for continuous development to support their grant funding application each year.
- Given the limited timeframe for producing the action plan for the ASYE grant funding cycle 2023-24, a transitional arrangement will be applied.
- Under this transitional arrangement a programme could develop the action plan by:
  - using the information learned about their programme from the process of any recent quality assurance visit from Skills for Care
  - transferring information from an existing action plan into this template and updating it where necessary
  - building on and completing their own quality assurance process during the last 6 months
  - building on any other process the organisation has in place to ensure the quality assurance of their programme, e.g. the outcome of a recent 360 evaluation tool.
- When completing the 'Programme areas that have been developed during the last 12 months' section of the action plan:
  - if your programme has an existing robust cycle of continuous improvement and linked action plan, then record evaluated improvements it has made over the previous twelve months
  - if this is not the case and, the ASYE co-ordinator and senior manager/person with strategic responsibility are satisfied that there is sufficient evidence of improvements in specific areas of the programme, then record these developments
  - in all other cases, record 'N/A as this is the first year of the action plan cycle'
- For all new/small organisations in the section of the action plan titled 'Programme areas for development during the next 12 months', you could record the following, 'We will be implementing an initial quality assurance process and the process for the moderation of assessor recommendations.'