

**To: Heads of higher education institutions in Wales**

Reference: W03/28HE

Date:

Response By: 8 August 2003

Further Information: Emma Raczka  
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Dear

**ITT PRIORITY SUBJECT RECRUITMENT INITIATIVE – FINAL MONITORING**

Circular W00/83HE set out the allocations for the final year of the PSRI, 2000/01. This initiative has now been replaced by the Teacher Training Recruitment Scheme, which has been the subject of separate circulars. However, in response to requests from institutions for additional time to complete expenditure of the final PSRI allocations, to allow for any complications associated with the move from financial to academic year allocations for the final two years of the initiative, a further overlap period has been allowed to complete expenditure of PSRI funding. This was reiterated more recently in the ITT Strategic Funding Circular W03/25HE.

This circular now requests final reports from institutions on the operation of the initiative and on expenditure of the final allocations and any carry over remaining from previous years' funding allocations.

To assist institutions in preparing the final report, taking account of the time lapse since the payment of the final allocations, the following documents are attached for each institution, which are *confidential to individual funded HEIs*:

- 1 A report on PSRI allocations made to your institution since the commencement of the initiative (Annex A);
- 2 A summary of the recruitment strategy submitted by your institution for the final year of the initiative, 2000/01 (Annex B);
- 3 A statement of monies spent by your institution in the penultimate year (as reported in 1999/2000 and carried over into the final year of the initiative) (Annex C).

I also attach a declaration of expenditure form (Annex D), which should be submitted by funded institutions to confirm that all PSRI funding has been spent and utilised for the

purposes for which it was been intended. It should also confirm that there has been no overlap with TTRS funding (except in the one case where this has been explicitly agreed with the Council).

The Council hopes to publish a final summary of actions taken by institutions to increase recruitment, as a means of sharing good practice in recruitment. However, initial plans to convene a PSRI seminar have been withdrawn in the light of the work of the Teacher Training Recruitment Forum, which has been partly funded through the PSRI and the multi-agency conference on teacher recruitment held in December.

I should be grateful if the final monitoring report was submitted to the Council by Friday, 8 August 2003. Reports should be submitted to Emma Raczka, here at the Council's offices.

**PROFESSOR PHILIP GUMMETT**  
**DIRECTOR OF HIGHER EDUCATION**