Edge Hill University – Mentor Training Grant Update

Dear Colleagues,

As part of the ITT reform the DfE have released updated guidance on [how to claim for the general mentor training grant.](https://assets.publishing.service.gov.uk/media/67448404e26d6f8ca3cb358d/General_mentor_training_-_additional_guidance.pdf) This guidance should be read in conjunction with the [ITT reform funding guidance](https://www.gov.uk/government/publications/initial-teacher-training-reform-funding-guidance) and does not replace it.

As per the [guidance](https://assets.publishing.service.gov.uk/media/67448404e26d6f8ca3cb358d/General_mentor_training_-_additional_guidance.pdf) Edge Hill University will align with the timelines outlined on page 5 (see below). This will ensure schools can meet the first funding application window which closes in Mid-July 2025.

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| **Activity** | **Key dates** |
| Conditions of grant published | April 2024 |
| GOV.UK service opens allowing school users to join the service and to review the grant terms and conditions | Early 2025 |
| Schools submit a claim for general mentor funding in the GOV.UK service | From May 2025 |
| First application window closes, to enable September 2025 payments1 | Mid-July 2025 |
| Payment is made to schools | From September 2025 |
| At least 10% of claims are audited with evidence required to be provided by schools and providers. | From December 2025 |

1 A second and final application window will open in September 2025.

At the beginning of July, we will contact you with a report detailing the number of hours of training completed by each of your mentors who are eligible to claim. This document can then be used to support your claim.

Please ensure that you retain any evidence relating to your claim. E.g. supply cover invoices, in readiness for any audit that may take place (see [page 8](https://assets.publishing.service.gov.uk/media/67448404e26d6f8ca3cb358d/General_mentor_training_-_additional_guidance.pdf) - Audit section for schools).

If you have any questions about the general mentor training grant guidance, please contact [ittmentor.funding@education.gov.uk](mailto:ittmentor.funding@education.gov.uk)

Thank you for all you are doing to support our trainee teachers.

Kindest regards,

Michelle Pearson (Head of ITE Strategy)

Geraldine Mulhaney (Strategic Lead for Mentoring)