



Llywodraeth Cymru  
Welsh Government



## **CIPS Corporate Award Practitioner Programme Frequently Asked Questions**

**Q. How much will it cost?**

A. Each delegate place will cost approximately £3,225 + VAT and will be funded by the Welsh Government. This is inclusive of your membership fees.

Your organisation will only need to pay for your Travel and Subsistence.

**Q. Do I have to pay anything myself?**

A. No. If you secure a place on the course, the Welsh Government will fund your place.

**Q. Are there any conditions on acceptance if I am offered a place on the programme?**

A. Yes, you will be required to commit to staying in the Welsh public sector for three years following completion. If you choose to leave the Welsh public sector in this time you will be required to pay back your training costs. We will monitor this with CIPS.

**Q. Will I have to pay my own CIPS membership?**

A. No, the costs are inclusive of your membership fees.

**Q. How many places will be offered?**

A. There will be 18 places offered – 15 from across the wider public sector and 3 from the Welsh Government.

**Q. How is it structured?**

A. Annex 2 sets out the course structure. Tentative dates are included. The course content will be tailored for public sector procurement in Wales to ensure it is relevant and reflects areas important to Wales.

**Q. Where will the modules be delivered?**

A. Delivery will be at Welsh Government venues across Wales.

**Q. Are there exams?**



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- A. No. This is an assignment based programme.
- Q. Can anyone apply?**
- A. You must be a permanent member of staff, and have completed any probation period that may apply.
- Q. How do I apply?**
- A. The attached Expressions of Interest form must be used for applications.
- Q. How will the programme be advertised?**
- A. The programme will be advertised via the usual communication methods – newsletter, stakeholder email and on the Procurement and Commercial element of the Knowledge Hub.
- Q. When will it be advertised?**
- A. Places will be advertised the first week of May 2020. Selection is expected to take place during June. The programme will commence early September 2020.
- Q. What is the process for selection?**
- A. The selection process will involve your responses in the Expression of Interest form being assessed and marked by an evaluation panel.
- Q. Are the dates flexible?**
- A. No – The course delivery dates will be fixed.
- Q. Can I do any of the courses on line?**
- A. No, the courses will all be face to face sessions. If Covid-19 restrictions are still in place by September, the course may start out on a virtual basis via online lessons with tutors.
- Q. I'm already studying Level 4 with another University, can I join on to this programme?**
- A. No, the programme is for new entrants only.
- Q. How long will it take to complete?**
- A. The Level 4, Practitioner programme will run from approximately September 2020 to May 2021.
- Q. Where can I find out more information on the Corporate Award?**



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- A. This link will take you to the Corporate Award page on the CIPS website.  
<https://www.cips.org/cips-for-business/people/routes-to-mcips/corporate-award/>

All further queries should be sent to [vwpolicy@gov.uk](mailto:vwpolicy@gov.uk)



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## ANNEX 2 – Delivery Dates

Dates*	Programme Element
7 <sup>th</sup> September	Induction 09.30 – A.M session
15 <sup>th</sup> & 16 <sup>th</sup> Sept	Module 1 – Driving Value through P&S
28 <sup>th</sup> & 29 <sup>th</sup> September	Module 2 – Managing Expenditures with Suppliers
29 <sup>th</sup> October	<b>Participants Submit Assignment 1</b>
1 <sup>st</sup> & 2 <sup>nd</sup> December	Module 3 – Developing Contracts in P&S
10 <sup>th</sup> January 2021	<b>Participants Submit Assignment 2</b>
9 <sup>th</sup> & 10 <sup>th</sup> February	Module 4 – Sourcing Essentials in P&S
19 <sup>th</sup> March	<b>Participants Submit Assignment 3</b>
14 <sup>th</sup> & 15 <sup>th</sup> April	Module 5 – Effective Negotiation
21 <sup>st</sup> May	<b>Participants Submit integrative Assignment (5,000 word)</b>

\*Dates are estimates and may be subject to change. February's dates will be moved to accommodate half term.