

Annex 10- Statement of Grant Usage

Notes for the completion of this statement.

This statement is the alternative to Annex 9 (Annual Certification of Expenditure) and is to be used where the Grant Recipient is a Local Authority or Maintained School, or the Grant Recipient is in receipt of a grant of £40,000 or below.

The statement is to be reproduced on headed paper of the organisation, the local authority or Maintained School and comprises of three parts:

- a) Certificate of Grant Usage;
- b) Statement of expenditure; and
- c) Report confirming delivery.

The Grant Recipient shall submit the Statement of Grant Usage to the TSA no later than twenty-eight (28) days after the end of the Project and alongside the Final Report, or by the timeframe agreed by the TSA.

a) Certificate of Grant Usage

Name of organisation	[Insert Name of Grant Recipient]
Project reference	[Insert project reference]

Should equal organisation name

Should equal application reference

- The total Grant amount of **[£insert figure]** was exclusively used for the purposes set out in the Grant Funding Agreement between the Grant Recipient and the TSA, dated **[insert date of our letter]**.
- A report on the Funded Activities funded by the Grant Funding will be submitted to the TSA, confirming that the grant outputs have been delivered to a satisfactory standard and the expected benefits that have accrued or will accrue. The report will be provided within 28 days after the completion of the funding of the **[insert project reference]**.
- A final financial statement detailing the use of the Grant Funding will be provided in section b - Statement of Expenditure. This is a summary statement of all receipts and expenditures connected with the above Project. The organisation's financial systems that recorded the income and expenditure of this Grant have provided sufficient internal control for the purposes of this certification.

Should equal the amount of funding the beneficiary has claimed from the TSA via payment requests

Should equal date GFA was signed

Should equal application reference

Signature			
Name		Date	
Position			
Organisation address		Postcode	
Initialed by Organisation's Chief Financial Officer/ Auditor			

This section should be signed and completed by the legal representative for the organisation (or a duly appointed figure with the authority to sign the document on behalf of the organisation)

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b) Statement of Expenditure

Name of organisation	[Insert Name of Grant Recipient]	Should equal organisation name
Project reference	[Insert Project reference]	Should equal application reference
Expenditure Type (as per Project Budget Summary)	(£)	
Total learner participants cost of living		Enter the amount you have spent on your Turing Scheme project using the learner participants cost of living budget category
Disadvantaged learner participants uplift cost of living (HE Only)		Enter the amount you have spent on your Turing Scheme project using the disadvantaged learner participants uplift budget category
Accompanying participants cost of living (FE/VET & Schools only)		Enter the amount you have spent on your Turing Scheme project using the accompanying staff cost of living budget category
Travel costs		Enter the amount you have spent on your Turing Scheme project using the travel budget category
SEND support costs		Enter the amount you have spent on your Turing Scheme project using the SEND budget category
Exceptional costs		Enter the amount you have spent on your Turing Scheme project using the exceptional costs budget category
Exceptionally expensive travel costs		Enter the amount you have spent on your Turing Scheme project using the exceptionally expensive travel costs budget category
Linguistic support costs (FE/VET only)		Enter the amount you have spent on your Turing Scheme project using the linguistic support budget category
Organisational Support cost		Enter the amount you have spent on your Turing Scheme project from the organisational support budget category
[Other Costs Category 1]		Add any other relevant budget category here
[Other Costs category 2]		Add any other relevant budget category here
[Other Costs category 3]		Add any other relevant budget category here
TOTAL EXPENDITURE		This should be the sum of all monies spent implementing your project using Turing Scheme funding only
Paid for as follows:		
	(£)	
Contribution from TSA		
Matching funding from own partners' resources		
Other funding		
TOTAL		
Under spend on Grant (if applicable)		

c) Report confirming delivery

NOT USED