



2007 2013 ACTION NOTE

Reference Number	045/10
Date Issued:	04 August 2010
Review by date:	31 December 2012

**CFO Claims – Provider Commitments
Cumulative**

WHO

Managing Authority ESFD. MA regional teams, Intermediate Bodies (IBs), ESF Co-financing Organisations (CFO) and national DWP and LSC ESF Teams.

WHAT

This is a reminder to all CFOs to input the Provider Commitments Cumulative figure when completing claims.

CLEARED

Ian Chapman, Head of MA Delivery, ESFD.

ACTION

1. CFOs are reminded to input the **Provider Commitments Cumulative** figure in all claims submitted. This figure is used to provide information on programme

commitments. If the figure is not completed in the latest claim submitted then the commitment figures will show zero on financial reports, therefore it is important that even if no further funds have been committed since the last claim was submitted the same cumulative figure is input.

2. On receipt of the claim by GO/IB the claim should be checked to ensure that a figure has been input, if not the claim should be referred back to the CFO and if necessary rejected at certification to allow the CFO to amend the figure.
3. ESFD will reject claims at scrutiny if no figure is input.

CONTACT

Alison Tough
MA Delivery
ESFD
Steel City House
West Street
Sheffield
S1 2GQ

Email: Alison.tough@jiu.gsi.gov.uk

Tel: 0114 2943199