

SCHEDULE 3

ADDITIONAL MONITORING INFORMATION TO BE SUBMITTED TO THE AUTHORITY

1. The Recipient shall provide:

- the annual audited accounts required by Clause 4.3(iii) the details of any capital assets acquired wholly or in part using Grant Funding provided by the Authority; and
- a copy of its record of financial controls and procedures along with summary reports,

plus the following information, where requested by the Authority:

- copies of the Recipient's insurance policies relating to the Grant Obligations required by Clause 10;
- copies of all papers and minutes of the meetings of the Recipient's management committee, trustee, board, steering group or similar body, whenever those papers and minutes relate to the Grant Obligations;
- all interim reports as the Authority may reasonably require, as well as copies of any published papers, leaflets, newsletters or articles about the organisation's work; and
- and other information as the Authority may reasonably request in order to comply with its own statutory or other obligations.

The value and purpose of this Grant will also be identified separately in the Recipient's Annual Report.

The budget, audited accounts, annual reports and publications should be sent to:

Name: [REDACTED], Grant Manager, Justice Reform Directorate

Address: Ministry of Justice, 102 Petty France, London, SW1H 9AJ