

# Local Authority (LA) Early Years delivery support funding: End of Financial Year Statement of Grant Usage

This form is designed to gather information to assure the grant funding received by local authorities from the Department for Education to support local authorities to meet programme and delivery costs associated with rolling out the expanded Early Years entitlements. It should be completed by the Section 151 Officer/Chief Finance Officer and returned to [earlyyears.entitlements@education.gov.uk](mailto:earlyyears.entitlements@education.gov.uk) by Monday 29 April 2024.

The form comprises two parts for completion:

1. Certificate of Grant Usage
2. Statement of Expenditure

Both parts must be completed.

## Section 1 – Certificate of Grant Usage

|  |  |
| --- | --- |
| **Name of organisation** | [Insert Name of local authority] |
| **Programme title** | **Local Authority (LA) Delivery support funding** |
| **Reporting period** | Financial year 2023-24 |

* The total Grant amount received by the local authority in this reporting period was **[£insert figure]** and of this **[£insert figure]** was exclusively used for the purposes set out in the Memorandum of Understanding and Grant Determination Letter between the Grant Recipient and the Secretary of State for Education to meet programme and delivery costs associated with rolling out the expanded EY entitlements.
* A financial statement detailing the use of the Grant Funding will be provided in section b – Statement of Expenditure. 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.

|  |  |
| --- | --- |
| **Signature** (Section 151 Officer/Chief Finance Officer) |  |
| **Name** |  |
| **Role** (Section 151 Officer/Chief Finance Officer) |  |
| **Date (DD/MM/YYYY)** |  |
| **Organisation address** | **Postcode** |

## Section 2 – Statement of Expenditure

|  |  |
| --- | --- |
| **Name of local authority** | [Insert name of local authority] |
| **Name of project** |  |
| **Value of grant funding received** | £ |
| **Expenditure type** | (£) |
| i.e Local authority capacity: staffing |  |
| Local authority capacity: other |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| Other: |  |
| **TOTAL EXPENDITURE** | £ |
| **Difference between grant funding received and total expenditure** |  |

|  |
| --- |
| **Please provide an explanation for any underspend** |
|  |
| **How will this underspend be spent next financial year? (for financial year 2023-24 and 2024-25 only)** |
|  |

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