|  |  |
| --- | --- |
| [insert name of Grant Recipient organisation]  [insert address of Grant Recipient organisation]    [insert date] |  |

**Grant Scheme Ref:** **New Burdens Funding**

**GRANT FUNDING PAYMENT CLAIM (ARREARS)**

**PERIOD: From................. to .......................**

Please return this form, and any queries to [elections@communities.gov.uk](mailto:elections@communities.gov.uk)

**Please complete this table, on a cash paid basis, net of all recoverable VAT, to the nearest £1. Ignore any contributions in kind.**

|  |  |
| --- | --- |
| **Expenditure** | **£** |
| 1. Cumulative actual eligible expenditure up to this claim period = total eligible expenditure |  |

|  |  |
| --- | --- |
| **Grant Funding Payable** | **£** |
| 2. Amount of grant paid to date (if applicable) | N/A |
| 3. **Grant funding payable in arrears for this claim period**  *(i.e. expenditure @ line 1 minus grant paid to date @ line 2)* |  |

**RO and ERO Confirmation of Costs**

I hereby confirm that all costs claimed on behalf of the Returning Officer are to the best of my knowledge and belief costs we are entitled to claim, and are justified and reasonable.

|  |  |
| --- | --- |
| Signature |  |

|  |  |
| --- | --- |
| Name (BLOCK CAPITALS) |  |

|  |  |
| --- | --- |
| Date |  |

I hereby confirm that all costs claimed on behalf of the Electoral Registration Officer are to the best of my knowledge and belief costs we are entitled to claim, and are justified and reasonable.

|  |  |
| --- | --- |
| Signature |  |

|  |  |
| --- | --- |
| Name (BLOCK CAPITALS) |  |

|  |  |
| --- | --- |
| Date |  |

**To the Accounting Officer for Levelling-Up, Housing & Communities**

We hereby claim the amount shown in **line 3**, above, which to the best of my knowledge

and belief we are entitled to claim, and is justified and reasonable.

Signed by the Chief Finance Officer (Section 151/95 Officer) or equivalent.

|  |  |
| --- | --- |
| Signature |  |

|  |  |
| --- | --- |
| Name (BLOCK CAPITALS) |  |

|  |  |
| --- | --- |
| Date |  |

Please return this form with the ‘JLB Template’ excel sheet in order to submit your Justification Led Bid. These should be emailed to [elections@communities.gov.uk](mailto:elections@communities.gov.uk)