

Timeline and Processes

SCA 2022-23

September 2021

Letters sent to schools inviting applications for funding – a link to the Application Form can be found [here](#). Please send applications to the Schools Buildings Officer (SBO), rgarman@stalbans.anglican.org.

17th December 2021

Deadline for applications.

January – March 2022

Applications are reviewed. Queries and clarifications addressed with schools if required.

March/April 2022

Funding announcement received from the DfE. (Please note that until this announcement is received no final decisions can be made about awarding funding to a project.)

April 2022

Schools to receive 'in principle' decision about funding, or notification of an unsuccessful bid.

Schools obtain final (or confirmations of if used for application) three quotes/tenders and complete and return the Approval Form, sent with the in principle letter. If schools have engaged a consultant/architect for the works they will do this.

Works cannot begin until this stage has occurred. Should final approval not be given the school would be liable for any costs incurred.

Final approval sent to the school from SBO.

Works can commence.

All invoices to be sent to the SBO for processing.

When the project is complete final costs will be sent to the school. Once agreed, invoices for the governor 10% contribution to the SCA funding, DFC, if assigned to the project, and any overspend, will be sent to the school.