

**Summary**

Project Details			
Project	Training Programmes Branch	Project contact	
Scheme name	ApprenticeshipsNI 2013	Year(s)	
Ref number		Total scheme designation value	
Signed LoO		Publicity	
Codification			

Claim Expenditure			
Declared expenditure		Eligible Expenditure	

Cumulative Expenditure to Date		Remaining Project Spend	£0
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Administrative Check			
Monitoring officer		Date of inspection	



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**GENERAL CONDITIONS**

No.	Check	Yes/No/ N/A	Comment (Include Ref No. if applicable)	Evidence (TRIM Link)
1	<b>Have all previous MA and AA findings and recommendations and associated irregularities been addressed?</b>		Refer to previous A125, A127 reports and follow up work.	
2	<b>Has a detailed quarterly progress report on the achievement of targets been submitted?</b>		Programme performance should be submitted to MA as part of claim form.	
3	<b>Is all required information being entered on the database accurately and in a timely manner?</b>		Check that the database is populated with financial, physical progress, indicator, verification and irregularity information.	
4	<b>Have any irregularities identified been recorded, reported and recovered as appropriate?</b>		Provide details of irregularities including supporting documents. Ensure database reflects ineligible expenditure.	
5	<b>What assurances have been used by MA in respect of this project?</b>		Provide details of all assurances taken relating to the payment processes of Training Apprenticeship payments.	
6	<b>Is it clear that no other funding is being received by the project?</b>		Provide evidence from Financial Planning that project does not receive any other funding in respect of this project other than ESF funding.	

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<b>Reconciliation of Non Invoiced Costs</b>					
PLEASE NOTE - ROWS SHOULD NOT BE DELETED AS FORMULAE CAN BE AFFECTED. ANY UNUSED ROWS CAN BE HIDDEN. WHEN INSERTING NEW ROWS PLEASE DO SO AT A ROW COLOURED BLUE AS ANYWHERE ELSE CAN AFFECT THE FORMULA.					
<b>Non Invoiced Costs</b>					
<b>Apprenticeships 2008</b>					
Description	Period	Amount per Claim Form	Amount Recorded on Cognos	Difference	Explanation if there is a difference
Start Payment				£ -	
Essential Skills				£ -	
Milestone Payments / ORF				£ -	
Output Related Funding (NVQ)				£ -	
Employer Incentive (Full framework)				£ -	
<b>Total</b>		£ -	£ -	£ -	
<b>Apprenticeships 2013</b>					
Description	Period	Amount per Claim Form	Amount Recorded on Cognos	Difference	Explanation if there is a difference
Start Payment				£ -	
Essential Skills				£ -	
Milestone Payments / ORF				£ -	
Output Related Funding (NVQ)				£ -	
Employer Incentive (Full framework)				£ -	
<b>Total</b>		£ -	£ -	£ -	
<b>GRAND TOTAL</b>		£ -	£ -	£ -	

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**Findings and recommendations**

Number of recommendations	0
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<b>1</b>					
Finding					
Recommendation					
Flag status					
Project response					
MA comment					
Updated flag status		Date		Initials	

<b>2</b>					
Finding					
Recommendation					
Flag status					
Project response					
MA comment					
Updated flag status		Date		Initials	

<b>3</b>					
Finding					
Recommendation					
Flag status					
Project response					
MA comment					
Updated flag status		Date		Initials	

<b>Initial Flag Status</b>					
Flag Status					
Rationale for Flag Status					
Completed by		Date			
Reviewed by		Date			

<b>Flag Status after follow up</b>					
Updated Flag Status					
Authorised by		Date			