

Essex County Council
Infrastructure Delivery
County Hall, Market Road
Chelmsford, Essex CM1 1QH

Date: 05 March 2025

Dear Headteacher/SBM/Finance Officer

**DEVOLVED FORMULA CAPITAL (DFC) GRANT - DFC3 YEAR END RETURN 2024/25
(For Community, Foundation and Voluntary Controlled Schools Only)**

Your Devolved Formula Capital (**DFC3**) for year 2024/25, should be submitted as a requirement of the grant. This will enable ECC with the authority to make grant transfers next financial year 2025/26.

We require the information:

- To reconcile your expenditure against our ECC records,
- To ensure we carry forward your correct balances.
- To return accurate relevant information to the Department for Education in line with the Accounts and Audit Regulations.

You can access the **DFC3 Financial Year End Return** via Info <https://schools.essex.gov.uk/school-management/infrastructure-delivery/devolved-formula-capital-dfc-grant>

Please download the Form, add the last 4 digits of your school's DfE number **Cell C5** and insert figures in the boxes with **blue background (Cells C12/B18/C18/C20) Only**.

Once complete, please email Jane.Lewis@essex.gov.uk a signed copy of the DFC3 and include copy of all the **INVOICES**.

- Any unspent DFC Grant balance held will be carried forward to 2025-26 **Cell C23**.
- Any underspend against DFC already received (including Energy Funding 2022/23) should be included on the **DFC3 Return Cell C12**.
- Where schools have agreed to contribute to a Capital Maintenance project using DFC, you should treat this as expenditure on **DFC3 Return Cell B18 & C18**.

Yours sincerely



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