Please do not alter this form in any way. Complete yellow boxes only.

**Provider name**

**Address**

**Contact name**

**Tel No.**

**e-mail**

Please enter data and return electronic or hard copy to your local LSC office by 11 September 2009 for the attention of: [enter name of contact at local LSC]

**E-mail**

Local LSC e-mail

**Tel**

Local LSC number

**Fax**

Local LSC fax number

**LLSC name**

eg Coventry and Warwickshire

**LLSC Code**

eg WM430

---

**Funds received (as detailed on LSF Schedule)**

16-18 Hardship

19+ Hardship

20+ Childcare

16-18 SSF Hardship

19+ SSF Hardship

FE Learners in HEIs

16-18 Residential Bursaries

19+ Residential Bursaries

**Total allocation**

£- - -

---

Supplementary Discretionary Support Funds awarded by Local LSC during course of the year

Discretionary Support Funds returned to the Local LSC during the course of the year

Loans repaid by learners

**Total funds available for all learners**

£- - -

---

**Expenditure made**

<table>
<thead>
<tr>
<th>Categories of support: Hardship</th>
<th>16-18 learners</th>
<th>19+ learners</th>
</tr>
</thead>
<tbody>
<tr>
<td>No. of</td>
<td>Awards</td>
<td>Learners</td>
</tr>
<tr>
<td>Fees (16-18 re-examination, 19+ tuition and examination)</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

Further information is required in the comments box below to identify groups of learners and types of provision supported with fee remission through discretionary funding

**Comments**

- Books & equipment (incl computer, materials etc)
- Transport to and from provider/school
- Accommodation and meals
- Additional course costs (eg trips)
- Other - please specify, do not use for bursaries

Further information is required in the comments box below to identify the expenditure in the “Other” category

**Comments**

<table>
<thead>
<tr>
<th>Total - number of awards and amount of support</th>
<th>16-18 learners</th>
<th>19+ learners</th>
</tr>
</thead>
<tbody>
<tr>
<td>-</td>
<td>-</td>
<td>£-</td>
</tr>
</tbody>
</table>

**Total Hardship Expenditure**

£- - -
### Categories of support: Residential Bursary
- only applies to the 51 specialist colleges-

<table>
<thead>
<tr>
<th></th>
<th>16-18 learners</th>
<th>19+ learners</th>
</tr>
</thead>
<tbody>
<tr>
<td>No. of Awards</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Learners</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amount</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- Accommodation
- Daily travel - from residential funds
- Meals
- Other miscellaneous items, please specify

Further information is required in the comments box below to identify the expenditure in the "Other" category

### COMMENTS

Total - number of awards and amount of support - £ - £

**Total Residential Expenditure** - £ -

### Categories of support: 20+ Childcare

<table>
<thead>
<tr>
<th></th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>No. children</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amount</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- Childminder
- Creche/mobile facility
- Nursery/day care
- Total no. of children supported & amount of support - £ - £

**Total Childcare Expenditure** - £ -

Please give details of any unmet Childcare demand
- please provide an estimate of additional childcare funding need for learners aged 20+

### COMMENTS

Balance of Discretionary Support Funds before interest earned and administration costs - £ -

- Interest earned on all funds operated
- Administration costs for all funds operated - maximum 5% of total allocation

**Balance of Discretionary Support Funds after interest earned and administration costs (to be recovered by the Local LSC)** - £ -

### DECLARATION

I confirm that this form has been completed in accordance with the Discretionary Funding Guidance and Requirements 2008/09

Signature (Head of Institution or chief finance officer)

Name of Head of Institution/chief finance office (please print)

Date