

### Schedule 3 – Monitoring Information Form

This schedule sets out the monitoring, reporting and sign-off requirements for the Economic Development and Regeneration Flexible Grant (EDRFG) 2026/27.

#### Monitoring Information Form

Grant Recipients must submit quarterly monitoring returns in line with GMCA requirements to support reporting against the Greater Manchester Integrated Settlement (GMIS) Framework.

This should be provided in the format of the Monitoring Information Form provided by the GMCA. This includes, as a minimum, details of programme expenditure (including capital and revenue breakdown), outputs and outcomes achieved to date, narrative on progress including risks and delivery issues, and information on reasons for any slippage and plans to get back on track.

#### Sign-off required

A six-month and end of programme reconciliation is required and must be signed off by the relevant Section 151 Officer, confirming they are content that what has been provided is accurate and deliverable.

#### Quarterly Monitoring

All monitoring returns must be submitted in line with the deadlines set out below:

Reporting Period	Report Due Date	Information Required
1 April – 30 June 2026	14 July 2026	Quarterly reporting returned in Monitoring Information Form
1 July – 30 September 2026	14 October 2026	Six-month reconciliation & review of actual spend to date & achievement of claimed Outputs/Outcomes Quarterly reporting returned in Monitoring Information Form
1 October – 31 December 2026	14 January 2027	Quarterly reporting returned in Monitoring Information Form
1 January – 31 March 2027	14 April 2027	Quarterly reporting returned in Monitoring Information Form+ Final reconciliation of full programme spend & achievement of claimed Outputs/Outcomes