

[redacted]

From: [redacted]
Sent: 04 March 2023 17:04
To: [redacted]
Cc: [redacted]
Subject: RE: Tampon Tax Fund : Edinburgh Rape Crisis Centre

Hi [redacted]

As the funding sits with HM Treasury, we are consulting them for their view on whether the underspend can be used past 31 March 2023 and we will be back in touch once we have heard from them.

Best wishes

[redacted]

[redacted]

Mobile [redacted] or contact me on Teams

My working days are [redacted]

From: [redacted]
Sent: 02 March 2023 14:36
To: [redacted]
Subject: RE: Tampon Tax Fund : Edinburgh Rape Crisis Centre

Hi [redacted]

Thanks . I look forward to hearing from you.

Regards

[redacted]



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From: [redacted]
Sent: 02 March 2023 09:57
To: [redacted]
Cc: [redacted]
Subject: RE: Tampon Tax Fund : Edinburgh Rape Crisis Centre
Attention: This email originated outside ERCC. Please be extra vigilant when opening attachments or clicking links. If it is from an ERCC colleague using a personal email address, it could be fake.

Hi [redacted]

[redacted] and I are meeting tomorrow to discuss your underspend and we will be in touch thereafter. Best wishes

[redacted]

[redacted]

Mobile [redacted] or contact me on Teams

My working days are [redacted]

From: [redacted]

Sent: 27 February 2023 16:39

To: [redacted]

Cc: [redacted]

Subject: FW: Tampon Tax Fund : Edinburgh Rape Crisis Centre

Hi [redacted]

How are you?

I am writing re email from [redacted] below. Do you think Scottish government can offer any flexibility?

One option I thought of, not sure if this is unorthodox or not, was if we can request our partner agencies to invoice us for the staff element of the underspend as the staff in their centres will continue to support survivors of the project beyond the lifetime of the project. This will help reduce underspend?

I look forward to hearing from you?

Regards

[redacted]



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From: [redacted]

Sent: 20 February 2023 08:39

To: [redacted]

Cc: [redacted]; Scotland DA - Funding box - Payment Requests <equalitybudgetfunding@gov.scot>

Subject: Re: Tampon Tax Fund : Edinburgh Rape Crisis Centre

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Hi [redacted]

It's great to hear from you! I'm well thank you, how are you?

Thank you for checking in regarding underspend. I did email in October to discuss underspends so we would have time to repurpose spend before the end of the funding on 31st March 2023. DCMS and HMT have a very strict end point at the end of March 2023 for TTF funding and there is no scope to move funds into the next financial year. The only potential is if Scottish government have more flex on that, but we would need to discuss that with Scottish colleagues.

[redacted] and Equality funding team - What is your policy on carrying funding over financial years? Would you be able to offer Edinburgh Rape Crisis the scope to utilise £50k of underspend in 23/24? Or do you have the same hard finish at 31st March 2023? To reiterate, the TTF ends completely at 31st March 2023 and all other grants will end at this date.

With best wishes,

[redacted]



[redacted]

[redacted]

Tampon Tax Fund

Volunteering and Tackling Loneliness Team

Civil Society and Youth

100 Parliament Street, LONDON SW1A 2BQ

www.gov.uk/dcms

[Subscribe to the Civil Society and Youth "For Info" Newsletter Here!](#)

On Fri, 17 Feb 2023 at 13:52, [redacted] wrote:

Hi [redacted]

How are you?

I am writing regarding an underspend that we are carrying within the Tampon Tax grant. These were mainly accumulated due to the timing in getting the project started.

We are expecting the underspend to be approximately £50,000 which will be reduced by severance and sustainability costs if replacement funding isn't found in time to continue the project, which we intend to do.

I wondered if it was possible to carry forward these funds to continue the staff in the roles that they are. The underspend is mostly within the allocations made for our partner centres.

I have also attached our mid project report, because I realised that I had sent it to the Scottish government email address instead of to you.

I look forward to hearing from you.

Regards

[redacted]
[redacted]
[redacted]

Edinburgh Rape Crisis Centre

17 Claremont Crescent

Edinburgh, EH7 4HX

www.ercc.scot

[redacted]

Mobile: [redacted]

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Support service: 0131 556 9437 // support@ercc.scot

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[redacted]

From: [redacted]
Sent: 31 March 2023 16:35
To: [redacted] Equality Budget Funding
Cc: [redacted]
Subject: RE: Tampon Tax Fund : payment 1-31st March 2023

Not at all, you are welcome and I hope you have a good weekend when you get there

[redacted]

[redacted]

Mobile [redacted] or contact me on Teams

My working days are [redacted]

From: [redacted]
Sent: 31 March 2023 16:33
To: [redacted]; Equality Budget Funding
<EqualityBudgetFunding@gov.scot>
Cc: [redacted]
Subject: RE: Tampon Tax Fund : payment 1-31st March 2023

Hi [redacted]

Thanks for the reassurance. I will discuss with [redacted] our finance lead and act accordingly.

Thank you for your patience.

Warm Regards

[redacted]

[redacted]

[redacted]

[redacted]

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17 Claremont Crescent

Edinburgh, EH7 4HX

www.ercc.scot

[redacted]

[redacted]

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From: [redacted]

Sent: Friday, March 31, 2023 4:32 PM

To: [redacted]; EqualityBudgetFunding@gov.scot

Cc: [redacted]

Subject: RE: Tampon Tax Fund : payment 1-31st March 2023

Attention: This email originated outside ERCC. Please be extra vigilant when opening attachments or clicking links. If it is from an ERCC colleague using a personal email address, it could be fake.

Hi [redacted], yes we have done this previously with other organisations. If your concern is that your underspend will prove to be less than £50,000 then I am happy for you to claim a slightly larger amount than that mentioned in my previous email and once your final financial position is know you can return any remaining underspend but I would not feel it is appropriate to pay the full amount when we know there will be a significant underspend. I hope this will allay your concerns. Best wishes

[redacted]

[redacted]

Mobile [redacted] or contact me on Teams

My working days are [redacted]

From: [redacted]

Sent: 31 March 2023 16:27

To: [redacted]; Equality Budget Funding

<EqualityBudgetFunding@gov.scot>

Cc: [redacted]

Subject: RE: Tampon Tax Fund : payment 1-31st March 2023

Hi [redacted]

Thanks for writing back. Your suggestion makes me a little nervous. So I apologise for my next few questions. Is this something that has been managed before? Are you able to check with your finance team that this is okay to do as we are on the last day of the financial year ?

. It would feel more comfortable, if we got our payment and then we paid back underspends. As we will get our financial reports for the fund ready next week.

Regards

[redacted]

[redacted]

[redacted]

Edinburgh Rape Crisis Centre

Edinburgh, EH7 4HX
www.ercc.scot

[redacted]

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From: [redacted]
Sent: Friday, March 31, 2023 4:09 PM
To: [redacted]; EqualityBudgetFunding@gov.scot
Cc: [redacted]
Subject: RE: Tampon Tax Fund : payment 1-31st March 2023

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Hi [redacted], I apologise for the delay. I am not so involved with the funding now but I had thought the final payment of your grant had been processed, apologies that it has not been. However, I think it would make sense for the underspend to be taken off your final payment. From your earlier email I think your underspend is in the region of £50,000 so I suggest removing this from your final grant

claim of £101,101, which would make a new total of £51,101. If you are agreeable could you please send in a new claim form? Thanks

Carrol

[redacted]

Mobile [redacted] or contact me on Teams

My working days are [redacted]

From: [redacted]

Sent: 31 March 2023 12:25

To: Equality Budget Funding <EqualityBudgetFunding@gov.scot>

Cc: [redacted]; [redacted]

Subject: RE: Tampon Tax Fund : payment 1-31st March 2023

Hi

I am just following up on this payment request that I sent on 13th March 2023. We haven't received this payment yet.

There is going to be an underspend in the grant but I was expecting to receive our last grant payment.

Just concerned as today is the last day of the financial year.

Regards

[redacted]

[redacted]

[redacted]

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From: [redacted]
Sent: Monday, March 13, 2023 11:48 AM
To: Scotland DA - Funding box - Payment Requests <equalitybudgetfunding@gov.scot>
Cc: [redacted]; [redacted]
Subject: Tampon Tax Fund : payment 1-31st March 2023

Hi
Please find attached our financial request claim for the Tampon Tax funded FEM project.
Regards

[redacted]

[redacted]

[redacted]

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17 Claremont Crescent
Edinburgh, EH7 4HX
www.ercc.scot

[redacted]

[redacted]

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[redacted]

From: [redacted]
Sent: 17 March 2023 12:53
To: [redacted]; [redacted]
Subject: RE: FEM underspend

Hi [redacted]

Thank you for getting back to me.

This is disappointing. But I understand.

I look forward to hearing from you on the process for returning the underspend.

Regards

[redacted]



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From: [redacted]
Sent: 17 March 2023 12:12
To: [redacted]; [redacted]
Subject: RE: FEM underspend

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Hi [redacted]

I am afraid the underspend will have to be returned and I am checking with colleagues on the process for this.

I am sorry this is not the news you were hoping for. However I am afraid that all funding has to end by 31 March 2023. This is why DCMS colleagues approached all grantees in October 2022 to allow them the opportunity to repurpose any underspend on project delivery up to March 2023.

I will be back in touch once I have heard back from finance colleagues on the process for returning the underspend.

Best wishes

[redacted]

[redacted]

Mobile [redacted] or contact me on Teams

My working days are [redacted]

From: [redacted]

Sent: 16 March 2023 16:15

To: [redacted]; [redacted]

Subject: FEM underspend

Hi [redacted] and [redacted]

How are you?

I am just checking in to see if you had any update on the underspends?

I look forward to hearing from you.

Regards

[redacted]

[redacted]

[redacted]

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17 Claremont Crescent

Edinburgh, EH7 4HX

www.erc.scot

[redacted]

[redacted]

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[redacted]

From: [redacted] on behalf of First Minister
Sent: 30 May 2023 09:29
To: Public Engagement Unit
Subject: FW: 45th anniversary Edinburgh Rape Crisis Centre, 20th June, 1-4 pm, Scottish Storytelling Centre

Categories: MICASE

Good morning,

For MiCase, DR

Kind regards

[redacted]

[redacted]

[redacted]

5th Floor | St Andrews House | Regent Road | Edinburgh | EH1 3DG | **[redacted]**

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From: [redacted]

Sent: 25 May 2023 20:51

To: First Minister <FirstMinister@gov.scot>

Subject: 45th anniversary Edinburgh Rape Crisis Centre, 20th June, 1-4 pm, Scottish Storytelling Centre

Dear First Minister

Edinburgh Rape Crisis Centre is pleased to invite you to a special event marking the **45th anniversary of Edinburgh Rape Crisis Centre**. This event will take place on Tuesday 20 June, 1pm – 4pm at the [Scottish Storytelling Centre](#).

The event will reflect of 45 years of rape crisis services in Edinburgh and the Lothians, and we will be launching our new 5 year strategy.

We will also be launching a new workbook *What Does Justice Mean To You?* Created by a group of survivors at ERCC. They came together to consider what justice means to them, beyond what the criminal justice system has to offer.

[redacted] the first paid worker at ERCC will be reflecting on ERCC's journey so far.

[redacted] will present our recent research with YWCA Scotland – The Young Women's Movement and Women's Aid East and Midlothian on young women and non-binary people's experiences of sexual violence and support in East Lothian: [Your Vision: Support for Young Women in East Lothian](#).

We hope you will be able to join us.
With best wishes,

[redacted]
[redacted]
[redacted]

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17 Claremont Crescent
Edinburgh, EH7 4HX
www.ercc.scot

[redacted]
Mobile: [redacted]
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[redacted]

From: [redacted]
Sent: 04 May 2023 13:35
To: [redacted]; Equality Budget Funding
Subject: UK TT Partnership (FEM) - Finance Report –
Attachments: ERCC_PARTNERSHIP_TTAX_Q6_2.xlsx; Quarter6.docx

Hi [redacted]

How are you? I apologise for the delay in sending our financial returns to you. I have been on bereavement leave for most of April and just got back.

Our finance manager at ERCC, [redacted] has prepared the financial returns for the tampon tax fund. We don't actually have an underspend anymore. The notes below should explain how we have used the funds. I am happy to answer any questions that you may have in a meeting with [redacted].

Here is the expenditure that wasn't forecast when we flagged that there might be an underspend:

Expense Type	Forth Valley	Edinburgh	Moray	Total
Annual Leave & Extra Hours Costs	1,263.00	9,310.39	7,529.02	18,102.41
Senior Staff Time - Contribution to Transition/ Sustainability work	-	4,932.80	7,068.64	12,001.44
Staff Training/ Supervision	-	3,320.51	4,926.00	8,246.51
Occupancy - Electricity Cost Increase	-	2,579.10	2,000.00	4,579.10
Total	1,263.00	20,142.80	21,523.66	42,929.46

I have also reattached our request for the final payment for the grant.

I look forward to hearing from you.

Regards

[redacted]
[redacted]
[redacted]

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17 Claremont Crescent
Edinburgh, EH7 4HX
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[redacted]

From: [redacted]
Sent: 01 June 2023 13:02
To: [redacted]; Equality Budget Funding
Cc: [redacted]
Subject: RE: UK TT Partnership (FEM) - Finance Report

Hi [redacted]

Thank you for writing back and for looking further into this for us. Yes, I can hold onto the 12th.

I received a case file number from the Scottish government is that for this matter ? It didn't say what for exactly.

Thanks

[redacted]



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From: [redacted]
Sent: 01 June 2023 13:00
To: [redacted]; EqualityBudgetFunding@gov.scot
Cc: [redacted]
Subject: RE: UK TT Partnership (FEM) - Finance Report

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Hello [redacted]

I can appreciate that was not the response you were expecting. In terms of late grant claims we have been advised they are scored against our 23/24 budget (for which we do not have for the Tampon Tax Partnership as this funding ended in March 2023).

Taking into account the email chain that you sent me would you mind if I ran this past the Head of Finance? He will be back on 12th June, however, I will make this a priority.

Are you ok with holding off until then?

Thanks,

[redacted]

[redacted]

[redacted]

Equality, Inclusion & Human Rights Directorate

Scottish Government

Victoria Quay

The Shore

Edinburgh

EH6 6QQ

Mobile Phone: [redacted]

Email: [redacted]

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<EqualityBudgetFunding@gov.scot>

EHR Business management queries (excl. Finance): Please send to Director for Equality, Inclusion and Human Rights DirectorforEHR@gov.scot>



From: [redacted]

Sent: 26 May 2023 16:04

To: [redacted]; Equality Budget Funding

[<EqualityBudgetFunding@gov.scot>](mailto:EqualityBudgetFunding@gov.scot)

Cc: [redacted]

Subject: UK TT Partnership (FEM) - Finance Report

Dear [redacted] and [redacted]

Thank you for your email.

I was quite shocked to receive this email this morning. This response is in contrast to advice I had received from [redacted] when I first submitted my claim for funds for the last quarter to the tampon tax fund on 13th March 2023. Please see attached emails that show that I had submitted an original claim for payment on 13th March 2023 and subsequent communication between [redacted] and myself on 31st March 2023.

You will see from the attached communications between [redacted] and me regarding that last quarter submission as well as previous communication about a projected underspend, I was informed that it would be okay to resubmit the financial return after we had confirmed underspends, and that there would be no consequences to a submission after 31st March 2023. I was reassured at the time of this communication on 31st March 2023 that we should still receive our payment. I was given an option of claiming part of the claim but preferred to make one single claim since I had understood from that communication that there would be no negative consequences to doing that.

I had expected to have final figures about a week or so after that communication, accounting for the Easter break. However, I experienced a bereavement in India on 10th April which was Easter Sunday and had to leave that day to attend to my brothers funeral and other arrangements and submitted the completed return on my return to work in May 2023. I want to thank you for your sympathies in your response to me, it is much appreciated.

I hope that this decision will be reconsidered given that we acted on advice from the colleagues in your team. As a relatively small charity, non payment of this quarter will have an adverse impact on the financial stability of our organisation.

I look forward to hearing back from you at the earliest.

Warm Regards

[redacted]



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From: [redacted] On Behalf Of EqualityBudgetFunding@gov.scot

Sent: 25 May 2023 12:03

To: [redacted]

Cc: EqualityBudgetFunding@gov.scot

Subject: UK TT Partnership (FEM) - Finance Report

Attention: This email originated outside ERCC. Please be extra vigilant when opening attachments or clicking links. If it is from an ERCC colleague using a personal email address, it could be fake.

Dear [redacted],

Apologies for the delay in coming back to you in relation to this final grant instalment. We've taken advice from Central Finance due to receiving the claim late, as our Grant Offer Letter states (attached for ease):

3.4 The Scottish Ministers shall not be bound to pay to the Grantee, and the Grantee shall have no claim against the Scottish Ministers in respect of, **any instalment of the Grant which has not been claimed by the Grantee by March 2023 as set out in Schedule 1**, unless otherwise agreed in writing by the Scottish Ministers.

Our 22/23 Financial year ended on 31st March 2023 and this claim form was received on 4th May 2023. This means any late payments made (after 31st March 2023) would be profiled to our 23/24 Financial year which due to budget pressures we are not in a position to do. This cost was not accounted for in our 23/24 budget therefore Scottish Government cannot make this payment.

We appreciate this will be disappointing news and there are personal circumstances which contribute to the lateness of the claim, however, our budget position for this year remains tight.

Regards,

Equality, Inclusion & Human Rights
Finance Team

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<EqualityBudgetFunding@gov.scot>

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[redacted]

From: [redacted]
Sent: 12 July 2023 13:31
To: [redacted]
Subject: FW: UK TT Partnership (FEM) - Finance Report

Dear [redacted]

Thank you for your patience in allowing us to investigate this properly. I have all correspondence between Scottish Government and yourself to pull together a timeline.

- 16th Feb – You contacted [redacted] at DCMS to advise you would have an underspend in the region of £50,000 and enquired about carrying this into the 23/24 Financial year. This underspend was due to timing in getting the project started. Sadie confirmed she has emailed in October 2022 to discuss underspends with you to repurpose spending before the funding ended in March 2023, as DCMS and HMT had a very strict end point that the funding ended on 31st March 2023 and there was no scope to move this onto the next Financial year.
- 13th March – SG received your Final grant claim of £101,101, however, this was not paid by us as you had declared there would be an underspend in the region of £50,000 and SG asked for your update on this on 16th March.
- 17th March – SG responded advising the underspends would need to be returned and all funding would end 31st March
- 31st March – you wrote to SG advising you had not received your payment. SG confirmed your underspend was in the region of £50,000 and this should be removed from the final grant claim and requested a new claim form to reflect that. You suggested SG make the full payment and you could pay us back underspends as you didn't get the financial reports for the fund until the following week. SG suggested if you were concerned underspends were less than £50,000 then we would provide flexibility for you to claim a slightly larger amount and once the final financial position is known you could return any remaining underspend, but said we did not feel it was appropriate to pay the full amount given we knew there was a substantial underspend. You advised you would refer to your Financial Lead and act accordingly.

From the 31st March, we did not receive any further correspondence from you until 4th May (which I understand you were off for personal reasons). In that correspondence you apologised for the delay in your Finance reports and advised you no longer had an underspend anymore and were claiming the full amount of £101,101.

Taking into account the above correspondence our original decision not to make the final grant payment is correct. SG previously communicated that the funding was due to end in March 2023, and the underspend could be used before that time as long as it was claimed prior to that time. As of the start of SG's new financial year on 1 April 2023 we no longer receive funding from DCMS to pass onto ERCC. Whilst we have discretion to allow organisations to utilise underspend from the grant funding we provide, we are unfortunately **unable** to make a payment following the closure of our accounts. We have confirmed that unfortunately DCMS are unable to provide us additional allocation to be able to pass on, and it is too late for our own accounting year-end (for our financial year ending 31 March 2023) to facilitate this either.

I do appreciate this is disappointing news and understand you wish to communicate with Ministers regarding this. I would suggest liaising with [redacted]. We are happy to make payment if DCMS are satisfied for us to do so and confirm they will provide these funds for us to pass onto you.

Regards
[redacted]

[redacted]

Equality, Inclusion & Human Rights Directorate
Scottish Government
Victoria Quay
The Shore
Edinburgh
EH6 6QQ

Mobile Phone: [redacted]

Email: [redacted]

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<EqualityBudgetFunding@gov.scot>*

EIHR Business management queries (excl. Finance): Please send to Director for Equality, Inclusion and Human Rights DirectorforEIHR@gov.scot>



Scottish Government
Riaghaltas na h-Alba

From: [redacted]

Sent: Tuesday, July 11, 2023 3:24 PM

To: [redacted]; [redacted]

Cc: Equality Budget Funding <EqualityBudgetFunding@gov.scot>

Subject: RE: UK TT Partnership (FEM) - Finance Report

Dear [redacted]

Apologies for the delayed response. I am investigating this further and will come back to you by the end of this week.

Regards,

[redacted]

[redacted]

[redacted]

Equality, Inclusion & Human Rights Directorate
Scottish Government
Victoria Quay
The Shore
Edinburgh
EH6 6QQ

Mobile Phone: [redacted]

Email: [redacted]

*EIHR Finance queries (incl Grants): Please send to Equality Budget Funding Mailbox
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EIHR Business management queries (excl. Finance): Please send to Director for Equality, Inclusion and Human Rights DirectorforEIHR@gov.scot>



Scottish Government
Riaghaltas na h-Alba

From: [redacted]

Sent: Tuesday, July 4, 2023 6:14 PM

To: [redacted]

Cc: [redacted]; Equality Budget Funding

<EqualityBudgetFunding@gov.scot>

Subject: RE: UK TT Partnership (FEM) - Finance Report

Dear [redacted]

Thank you for your email.

I would like to take this matter further with ministers. To aide with that.

1. Can you confirm to me that the funds that were due to Edinburgh Rape Crisis Centre which was for the period 1st March – 31st March 2023 of £101,101 for which we originally submitted a claim on 13th March 2023 were not received by the Scottish government.
2. Are you able to confirm, if known to you, where those sums were reallocated to if not passed on to Edinburgh Rape Crisis Centre.

Also just to confirm with you, ERCC had followed the usual practice and made an original claim for our last payment on 13th March 2023. We did not have any underspends at the end of 31st March 2023 as we had received confirmation by then that we couldn't carry forward any underspend and so costed the underspend to costs that reflected actual management time and the increase in overheads due to the cost of living crisis. I am sure you will find our original submission of 13th March in your equalitybudgetfunding inbox and in my last email to your team. I look forward to hearing from you

Warm Regards

[redacted]

From: [redacted]

Sent: 14 June 2023 16:12

To: [redacted]

Cc: [redacted]; EqualityBudgetFunding@gov.scot

Subject: RE: UK TT Partnership (FEM) - Finance Report

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[redacted]

Our apologies if our previous correspondence was at all unclear, and that your understanding was that you could wait to make a single claim. We previously communicated that the funding was due to end in March 2023, and that underspend could be used before that time as long as it was claimed prior to that time although you did not understand this.

As of the start of SG's new financial year on 1 April 2023 we no longer receive funding from DCMS to pass onto ERCC. Whilst we have discretion to allow organisations to utilise underspend from the grant funding we provide, we are unfortunately able to make a payment following the closure of our accounts. We have confirmed that unfortunately DCMS are unable to provide us additional allocation to be able to pass on, and it is too late for our own accounting year-end (for our financial year ending 31 March 2022) to facilitate this either.

With kind regards,

[redacted]

[redacted]

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EqualityBudgetFunding@gov.scot

EIHR Business management queries (excl. Finance): Please send to Director for Equality, Inclusion and Human Rights DirectorforEIHR@gov.scot

I am currently working remotely and can be contacted by email or on Teams

From: [redacted]

Sent: Friday, May 26, 2023 4:04 PM

To: [redacted]; Equality Budget Funding

<EqualityBudgetFunding@gov.scot>

Cc: [redacted]

Subject: UK TT Partnership (FEM) - Finance Report

Dear [redacted] and [redacted]

Thank you for your email.

I was quite shocked to receive this email this morning. This response is in contrast to advice I had received from [redacted] when I first submitted my claim for funds for the last quarter to the tampon tax fund on 13th March 2023. Please see attached emails that show that I had submitted an original claim for payment on 13th March 2023 and subsequent communication between [redacted] and myself on 31st March 2023.

You will see from the attached communications between [redacted] and me regarding that last quarter submission as well as previous communication about a projected underspend, I was informed that it would be okay to resubmit the financial return after we had confirmed underspends, and that there would be no consequences to a submission after 31st March 2023. I was reassured at the time of this communication on 31st March 2023 that we should still receive our payment. I was given an option of claiming part of the claim but preferred to make one single claim since I had understood from that communication that there would be no negative consequences to doing that.

I had expected to have final figures about a week or so after that communication, accounting for the Easter break. However, I experienced a bereavement in India on 10th April which was Easter Sunday and had to leave that day to

attend to my brothers funeral and other arrangements and submitted the completed return on my return to work in May 2023. I want to thank you for your sympathies in your response to me, it is much appreciated. I hope that this decision will be reconsidered given that we acted on advice from the colleagues in your team. As a relatively small charity, non payment of this quarter will have an adverse impact on the financial stability of our organisation. I look forward to hearing back from you at the earliest. Warm Regards [redacted]



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From: [redacted] On Behalf Of EqualityBudgetFunding@gov.scot
Sent: 25 May 2023 12:03
To: [redacted]
Cc: EqualityBudgetFunding@gov.scot
Subject: UK TT Partnership (FEM) - Finance Report

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Dear [redacted]

Apologies for the delay in coming back to you in relation to this final grant instalment. We've taken advice from Central Finance due to receiving the claim late, as our Grant Offer Letter states (attached for ease):

3.4 The Scottish Ministers shall not be bound to pay to the Grantee, and the Grantee shall have no claim against the Scottish Ministers in respect of, **any instalment of the Grant which has not been claimed by the Grantee by March 2023 as set out in Schedule 1**, unless otherwise agreed in writing by the Scottish Ministers. Our 22/23 Financial year ended on 31st March 2023 and this claim form was received on 4th May 2023. This means any late payments made (after 31st March 2023) would be profiled to our 23/24 Financial year which due to budget pressures we are not in a position to do. This cost was not accounted for in our 23/24 budget therefore Scottish Government cannot make this payment. We appreciate this will be disappointing news and there are personal circumstances which contribute to the lateness of the claim, however, our budget position for this year remains tight.

Regards,
Equality, Inclusion & Human Rights
Finance Team

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