

Government Grants Management Function (GGMF)

Guidance: Gold, Silver, Bronze Framework

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Disclaimer: This guidance document will soon be incorporated into a wider piece of guidance focusing on proportionality in government general grant-making, focusing on proportionate actions at each stage of the grants life cycle. The proportionality guidance document will be for trial and continuously updated throughout FY25/26 based on user feedback for the Gold, Silver, Bronze framework. We welcome all comments and feedback from users in order to continuously improve the framework and its accompanying guidance.



How to use this Guidance

- This guidance has been designed for use by government departments and arm's length bodies (ALBs) to assist in the completion of the Gold, Silver, Bronze (GSB) framework and subsequently identify a proportionate approach to grant management depending on the level of value, risk and complexity present in the grant scheme.
- 2. The Gold, Silver, Bronze framework will come into effect from 1st April, 2025, at which point departments and ALBs will be required to provide a GSB score for the level of risk and complexity present in their grant scheme when uploading the grant record onto GGIS. Multi-year schemes that are already on GGIS will also need to be updated and further guidance on this can be found in paragraph 34.
- 3. The Gold, Silver, Bronze framework is applicable to all Exchequer-funded general grants, including S.31, capital and ODA grants. General grants are those made by departments or ALBs, to outside bodies, to reimburse expenditure on agreed specific items or functions, and paid only on statutory or common law conditions. Formula grants and grant-in-aid funding are out of scope of the framework and should not be considered.
- 4. The Gold, Silver, Bronze framework has been designed to ensure departments and ALBs have significant flexibility when determining the level of risk and complexity present in their grant schemes to reflect the different grant landscapes and organisational portfolios across government. The seven dimensions of risk outlined in paragraph 27 and five dimensions of complexity outlined in paragraph 31 are offered as a baseline for departments to consider when completing the tool. However, organisations have significant scope to tailor these to better fit the needs of their department or ALB and are encouraged to consider additional departmental-specific or scheme-specific risks and complexities when completing the tool.
- 5. The 'comply or explain' principle allows grant makers to consider flexibility and proportionality in adhering to the minimum requirements. If requirements cannot be met in full, appropriate justification should be recorded within the business case or equivalent approval documents.
- 6. Additional guidance on proportionality in grant management will soon be circulated with all departments for review and will be continuously reviewed throughout FY25/26 based on feedback on the Gold, Silver, Bronze framework. Further risk and complexity guidance for ODA-funded general grants is being considered in Q1 FY25/26.



Overview of the Gold, Silver, Bronze Framework

- 7. Gold, Silver, Bronze is a framework for the proportionate management of risk and complexity in government general grant-making.
- 8. The GSB framework is used to sort government general grant schemes into three categories, through the use of agreed indicators, each with their own accepted thresholds and individual criteria. Categorising in this way helps to inform key decisions during the design phase of a grant scheme, ensuring a proportional approach to development, helping to ensure efficiency and value for money.
- 9. The framework brings together existing requirements under the grants functional standard, minimum requirements for general grants, the functional blueprint and bi-annual continuous improvement assessment framework (GCIAF) and the grants pipeline control. The Gold, Silver, Bronze framework will incorporate and be consistent with existing GGMF products and services, including:

Products		Services
Functional Standard and Minimum Requirements	Continuous Improvement Assessment Framework	Government Grants Managed Service
Functional Blueprint	Capability Offer and Competency Framework	Spotlight
Grants Pipeline Control	Data Standard	National Security Risk Unit
Grant Scheme Readiness Assessment Tool	CGAP	Find and Apply for a Grant

10. The framework establishes a structure for applying proportionality to the design, development and administration of government general grant schemes to inform critical decisions. The framework should be completed during the design and development stage of the grants life cycle and recorded on the Government Grants Information System (GGIS) when the scheme is uploaded onto the system. Any changes to the level of risk or complexity identified in the grant scheme, either on an ad hoc basis or as part of an annual review of risk and complexity, should be subsequently recorded on GGIS by updating the GSB categorisation to reflect the new categorisation.



11. The accompanying guidance is designed to assist those completing the tool to accurately categorise the risk and complexity of their schemes, and inform design decisions on a proportionate basis.

Background

- 12. The Government Grants Management Function (GGMF) ran an initial consultation on an earlier version of the Gold, Silver, Bronze framework in January March 2024 to determine the appetite and benefits of categorising government general grant schemes via a tiered framework. Findings from the consultation, alongside subsequent updates to the framework, have been regularly shared with Grants Champions, Grants Senior Functional Leads, and the GGMF's ALB working group throughout FY 24/25.
- 13. The GGMF convened a small working group of stakeholders from 10 central government departments and one arm's length body (ALB) to define and develop the framework. The working group played a key role in shaping the development of the framework, providing regular feedback on incremental updates and testing the tiering tool within their own departments.
- 14. The GSB framework builds on lessons learnt from the Gold, Silver, Bronze framework used in the Home Office grant tiering system, alongside the equivalent tiering tool used in commercial contract management across government, which similarly classifies contracts by assessing three criteria: value, risk and complexity.
- 15. From 1 April, 2026, the GGMF will merge with the Government Commercial Function to become one, unified function: the Government Commercial and Grants Function. Aligning grant categorisation with commercial best practice has the potential to increase efficiencies and identify streamlining opportunities, reducing administrative burdens and assisting compliance with existing standards.

Benefits and Objectives

- 16. The GSB framework will enable grant-making departments and ALBs to:
 - a. consistently understand the level of risk and complexity in their portfolio;
 - b. manage the risk and complexity in a consistent and proportionate way by ensuring an appropriate balance of knowledge and experience;



- c. determine for themselves the level of risk and complexity in a grant scheme, relying on human judgement rather than the calculations of a tiering tool;
- d. receive resources and support for the more complex and risky schemes in a more rigorous manner than the current level 1/level 2 framing allows.

17. The framework enables GGMF to:

- a. allocate resources in a more effective manner, targeting schemes that are the most complex and high risk;
- b. develop a service model of support that is clearer and more transparent than the present model;
- c. expand on the three pillars of the <u>2023-2025 Grants Functional</u> <u>Strategy</u>, which sets the vision to empower our grant making community to maximise outcomes by unlocking the greatest value from grant funds for citizens and the economy:
 - by building capability, setting out a revised model for the Licence to Practice that embeds expectations for people characteristics and knowledge requirements in grant making;
 - ii. by driving delivery excellence, setting out how grant schemes can be administered proportionate to their complexity, risk and value;
 - iii. by improving grant outcomes, increasing the accuracy of data collection provided on GGIS.

Gold, Silver, Bronze Framework Structure and Criteria

- 18. The GSB framework consists of three criteria: value, risk and complexity. Each component has three tiers:
 - i. Value: low, moderate or high value;
 - ii. Risk: low, moderate or high risk;
 - iii. Complexity: low, moderate or high complexity.



- 19. The GSB framework tiers grant schemes into an initial banding of Gold, Silver or Bronze based on the value of the grant scheme. Scheme officials are then asked to consider the risk and complexity of their scheme and to either confirm this rating, or, on a comply or explain basis, adjust the rating. Therefore:
 - a. **Gold schemes**: will have the greatest blend of value, risk and complexity. They are challenging to design and administer.
 - b. **Silver schemes**: will have a moderate blend of value, risk and complexity. The challenges they present are manageable.
 - c. **Bronze schemes**: will have the lowest blend of value, risk and complexity. They are straightforward and predictable.

Value

20. The GSB framework first tiers grant schemes into an initial band of Gold, Silver, or Bronze based upon the grant scheme values set out in the table below.

	Bronze	Silver	Gold
Value range	≤£5,000,000	£5,000,001 - £49,999,999	≥£50,000,000

- 21. Two data sets were analysed to arrive at these numbers:
 - a. Volumes and values of all schemes triaged by the GGMF expert services team in 2022/23 and 2023/24;
 - b. Values and volumes of all schemes, by department, that are on GGIS in 2022/23 and 2023/24.
- 22. Based on the analysis of the chosen value bandings undertaken by GGMF, it is expected that approximately 90% of government grant value will fall in the gold band. However, this would only represent approximately 7% of overall grant volume, allowing for a proportionate targeting of resources and support. The table below sets out the expected volume and value of schemes to fall into the gold, silver, or bronze value bands.

	Bronze	Silver	Gold
Value range	≤ £5,000,000	£5,000,001 to	≥£50,000,000



		£49,999,999	
Estimated annual volume of schemes	≅1,150 (73%)	≅ 320 (20%)	≅ 100 (7%)
Percentage of overall scheme value	≅ 2%	≅ 8%	≅ 90%

- 23. Analysis at the departmental level similarly resulted in the majority of grant schemes falling in the bronze value band, followed by an incremental rise to the silver band, with the gold band representing the smallest proportion of schemes across all departments.
- 24. The GSB framework recognises that value is but one component of a grant scheme, with some high-value schemes being routine and involving little complexity, whilst some low-value schemes are novel and contentious, with significant risk and complexity. Those completing the framework are therefore able to adjust the initial GSB rating to a higher or lower tier based on the level of risk and complexity present in the scheme.

Risk

- 25. As set out in Minimum Requirement Seven: Risk, Controls and Assurance, risk management shall be included in department and ALB grant management processes. Basic principles and guidance related to risk management are contained in the Orange Book.
- 26. The <u>Grants Functional Standard</u> covers risk management, which shall be a core component of every stage of the grant management process, from design and development to final evaluation.
- 27. The Gold, Silver, Bronze framework recommends that those completing the tool consider seven dimensions of risk in grant scheme administration:
 - a. Pace: how urgently the grant scheme needs to be designed and set up;
 - b. **Resources**: the capacity and capability of the available resources;
 - c. **Profile**: the level of public and political interest in the scheme;
 - d. **Demand**: how predictable is the demand for the grants;



- e. **Payments**: the level of risk and uncertainty in payment profiles;
- f. Recipients: the capability and track-record of the grant recipients;
- g. **Threats**: how susceptible the scheme is to external risks like fraud.
- 28. Those completing the tool are recommended to consider additional risks that may be specific to their organisation, or specific to the grant scheme itself, when determining the appropriate level of risk present in the grant scheme. A department or ALBs risk appetite should also be considered. The Gold, Silver, Bronze framework is designed to complement existing departmental frameworks and those completing the tool are encouraged to consider any additional risk tools in the determination of the appropriate level of risk present in the grant scheme.
- 29. The table below sets out how these risk dimensions relate (or do not relate) to the risk categories set out in the Orange Book. The GSB framework should not be used to assess generic risks like data management and property risks.

Orange Book risk category	How the risk is reflected (or not) in the GSB framework
Strategy risk	Reflected in outcome and market complexity.
Governance risks	Reflected in delivery complexity.
Operations risks	Reflected in delivery complexity
Legal risks	Covered by legal and regulatory complexity.
Property risks	Not covered.
Financial risks	Covered by payment risk and threat risk.
Commercial risks	Reflected in outcome and market complexity and threat risk.
People risks	Covered by resource risk.
Technology risks	Not covered.
Information risks	Not covered.
Security risks	Covered, in part, by threat risk.
Project risks	Reflected in outcome complexity.
Reputational risks	Covered by profile risk.



30. The following matrix sets out how low, moderate and high risk may manifest itself in grant scheme administration against each of the seven proposed risk dimensions:

	Low risk	Moderate risk	High risk
Pace	There is adequate time to plan, ensure quality and make changes in the light of feedback from stakeholders.	There is pressure to meet deadlines that requires efficient coordination and time management. Mistakes may be made because of the pace of delivery.	Delivery is urgent with significant pressure to meet deadlines. There is a risk that significant errors will be made due to operational strain. Due diligence processes are reduced or omitted.
Resources	Resources are well matched and experienced to the scheme with sufficient capacity and capability. The workload is balanced and there are no significant skill gaps.	Resources are under strain with some capacity constraints and skill gaps. Resource issues are manageable with effective management and training.	Significant resource constraints with critical shortages and major capability gaps. A high risk of failure due to overextension or a lack of expertise.
Profile	A routine scheme with a low political or public profile. Stakeholder scrutiny is limited and public perception is not a significant success indicator.	There is noticeable but manageable public, media or political interest. There is stakeholder interest, but they have appropriate channels to input.	High political or public profile attracting scrutiny. The stakes are high. Failure can have substantial implications for public trust or political careers.
Demand	Demand is predictable and aligned with the available capacity and capability of resources.	Demand is uncertain and can be influenced by external factors.	Demand is highly unpredictable and can exceed capacity or drop unexpectedly. External factors have a significant impact.
Payments	A straightforward payment profile that is unlikely to change much. Payments will be made in arrears based on evidenced expenditure.	Some payments are made in advance of delivery and pre-award payment profiles and likely to change post-award.	Most or all of the payments are made in advance of delivery, the payment profiles are highly speculative and there is limited potential for clawback.
Recipients	Recipients are well-established experienced organisations with	Recipients are newer entities or have limited experience. They have adequate governance	The recipients' size, experience or organisational instability (e.g. S114) make them



	strong governance and a track-record of successfully managing similar grants, for example local authorities.	and financial arrangements but lack experience of complex projects.	at high risk. They may have limited or no experience of government grants.
Threat	Low risk of financial crime or fraud. There is a robust control environment and effective oversight.	Moderate risk of financial crime and fraud. External factors such as economic changes increase the likelihood.	Significant risks of fraud and potential national security issues. Grants are made into an ecosystem with known risks.

Complexity

- 31. The Gold, Silver, Bronze framework recommends that those completing the tool consider five dimensions of complexity in grant scheme administration:
 - a. **Outcomes**: how difficult, novel and innovative the aims of the grant scheme are to achieve;
 - Delivery: how complex the application, assessment and management processes are to administer and the volume of applications and awards;
 - c. **Stakeholders**: how varied, influential and aligned are the interested parties;
 - d. Sector: how stable and known the context is into which grants are made;
 - e. **Laws and regulations**: how complex the legal and regulatory framework is for the scheme.
- 32. The following matrix sets out how low, moderate and high complexity may manifest itself in grant scheme administration against each of the seven proposed risk dimensions:

	Low complexity	Moderate complexity	High complexity
Outcomes	Clear, easily achievable outcomes with a straightforward set of actions. Easy to	Outcomes are moderately difficult, involve multiple steps, some interdependencies and	Outcomes are novel or contentious and involve significant uncertainty with numerous external

	achieve sustainable outcomes.	some uncertainty. Achieving sustainable outcomes may be moderately difficult.	dependencies. Success requires on-going adaptations and change management. Challenging to achieve sustainable outcomes.
Delivery	Straightforward application and assessment process. Delivery is standardised and predictable. Low volume of applications and awards. Continuation of an existing scheme.	Multiple rounds of applications that require coordination between more than one delivery body with different layers of accountability and reporting. Moderate volume of applications and awards.	Large scale grant schemes with multiple funding sources, methods and delivery bodies requiring significant coordination. High volume of applications and awards.
Stakeholders	Few stakeholders with aligned interests. Communication is straightforward and there are minimal conflicts.	Multiple stakeholders with varying interests who have some influence. There is potential for conflict about competing priorities.	A large, diverse and influential stakeholder group with conflicting interests, high expectations and with the potential to have a significant impact on outcomes.
Sector	The grants will be made into a simple and stable sector with clear needs.	The grants will be made into an evolving sector where multiple organisations are in competition with one another.	The grants will be made into an unknown or dynamic sector undergoing rapid change with volatile external economic, political, or social factors likely to impact the grants.
Laws and regulations	A stable and known legal basis upon which the grant is being awarded. There are few regulations and compliance is straightforward.	The legal basis upon which the grant is being awarded is new or developing. There are multiple regulations with some specialist elements that require oversight.	An unknown, uncertain or not developed legal basis on which the grants are awarded. A highly regulated environment with strict compliance standards and extensive oversight.

Operating the Framework

33. From 1st April, 2025, the Gold, Silver, Bronze framework will replace the current risk scoring methodology on GGIS and the level 1/ level 2 triage bandings with the framework set out above. Existing risk questions on GGIS



- are replaced with the new GSB questions on risk and complexity, minimising disruption and any additional work required.
- 34. All general grant schemes uploaded onto GGIS from 1st April, 2025 will be required to complete the GSB framework. Additionally, two other scenarios for completing the framework should be taken into account:
 - a. Schemes currently on GGIS that have an end date **prior** to the 1st April, 2025 will not complete the GSB framework and the existing risk fields will remain in place.
 - b. Schemes that were uploaded onto GGIS before 1st April, 2025 but continue beyond this date **will be required** to provide a GSB rating when they next update the grant scheme record. The GGMF team will be in touch in March with each department before launch to confirm the number of schemes that will be affected by this change and to offer assistance in the completion of retrospective changes.
- 35. General grant schemes will be tiered into gold, silver, or bronze based on the value bandings set out in paragraph 20. In this framework, a score of between 1 and 3 will then be assigned to the scheme as follows:
 - a. Bronze value = 1
 - b. Silver value = 2
 - c. Gold value = 3
- 36. Those completing the framework will then be asked to make a judgement about whether there is a low, moderate, or high degree of risk and complexity in the grant scheme. Risk and complexity will be scored as follows:
 - a. Risk: low (1), moderate (2), high (3)
 - b. Complexity: low (1), moderate (2), high (3)
- 37. On GGIS, the completion of the framework will be via the following fields seen below. The value field is pre-determined based on the figure you enter into the total budgeted scheme value field.



Your current value band is: Medium (2) Level of Risk Level of Complexity -- None - Reasoning for this risk score Reasoning for this complexity score Help with risk level classification Help with complexity level classification

Bronze Rating

38. Following the assignment of a low, moderate, or high risk and complexity score, those completing the framework will be asked to provide a brief justification in the accompanying free text box, with a minimum character limit of 40 characters. The risk and complexity matrices in paragraphs 27 and 31 have been designed to assist those completing the tool in providing a response. Example responses for bronze, silver, and gold schemes have

39. The following scenario is provided as an example of an expected response for a bronze level scheme with a low degree of risk and complexity:

been provided below to demonstrate an expected typical response, as

assisted by the risk and complexity matrices above.

Gold Silver Bronze

Your current value band is: Medium (2)	
Level of Risk Low (1)	Level of Complexity Low (1)
Reasoning for this risk score	Reasoning for this complexity score
Routine BAU scheme that is an extension of an existing scheme. Predictable level of demand as the recipients are local authorities who have received similar S.31 grant funding previously.	Continuation of an existing scheme made into a simple and stable sector under known legal parameters (S.31). Application and assessment process is straightforward to administer.
► Help with risk level classification	► Help with complexity level classification

Bronze Rating



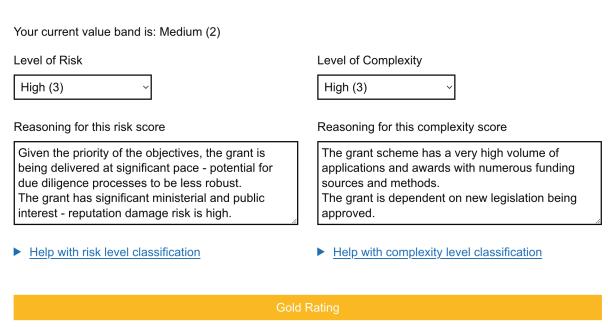
40. The following scenario is provided as an example of an expected response for a silver level scheme with a moderate degree of risk and complexity:

Your current value band is: Medium (2) Level of Risk Level of Complexity Moderate (2) Moderate (2) Reasoning for this risk score Reasoning for this complexity score Potential for some resource and capacity issues This is an evolving sector where organisations in which could impact delivery. Some payments may the market may change during the duration of the be made in advance of delivery to support newer organisations. The FRS highlighted additional work Multiple rounds of application that involve one or is needed to offset risk of financial crime and fraud. more intermediaries. ► Help with risk level classification Help with complexity level classification

41. The following scenario is provided as an example of an expected response for a gold level scheme with a high degree of risk and complexity:

Gold Silver Bronze

Gold Silver Bronze



42. Each department will have different processes in place for uploading schemes onto GGIS and will have different ways of completing the GSB framework. The framework allows for this flexibility, however the following principles should apply:



- a. Whoever completes the GSB assessment and uploads the scheme into GGIS, it is the SORs responsibility to make sure that the GSB tiering accurately reflects the value, risk and complexity of their scheme. This is supported by a forthcoming update in <u>Minimum Requirement One:</u> Senior Officer Responsible for a Grant.
- b. The GSB assessment should happen early in scheme development and be recorded in the outline business case and updated, if required, in the full business case. This is supported by a forthcoming update in Minimum Requirement Four: Business Case Development.
- 43. Each grant scheme will then have a combined value, risk and complexity score of between 3 and 9, with the overall gold, silver and bronze bandings scored as follows:
 - a. 3-4 points: the final tiering will be bronze
 - b. 5-6 points: the final tiering will be silver
 - c. 7-9 points: the final tiering will be gold
- 44. This may result in an adjustment to the value-based tiering, and, for example, turn a low-value bronze scheme to gold based upon its risk and complexity. The logic of this is set out below:
 - a. A bronze value scheme can become silver if:
 - i. Risk and complexity are both moderate; or
 - ii. Either risk or complexity is high.
 - b. A bronze value scheme can become gold if:
 - i. Risk and complexity are both high.
 - c. A silver scheme can become bronze if:
 - i. Risk and complexity are both low.
 - d. A silver scheme can become gold if:
 - i. Either risk or complexity is high, and the other is moderate; or
 - ii. Risk and complexity are both high



- e. A gold scheme can not become a bronze scheme.
- f. A gold scheme can become a silver scheme if:
 - i. Risk and complexity are both low; or
 - ii. Either risk or complexity is low, and the other is moderate.
- 45. Based on data modelling and departmental testing, it is expected that, following an assessment of risk and complexity, approximately 12-16% of schemes will move into a higher or lower banding.

GGMF Process for Gold, Silver and Bronze Schemes

46. The following table sets out the suggested, and required, GGMF processes and support offers available for Gold, Silver, and Bronze schemes:

	Bronze schemes	Silver schemes	Gold schemes
Triage and CGAP	Letter outlining support and training available on a self-service basis	Initial meeting with scheme. May result in recommendation to attend the CGAP	Mandated to attend the CGAP
Readiness Assessments	Self-service or with expert support	Self-service or with expert support	Completed with expert support
Capability	Mandated awareness-level training as a minimum	Mandated awareness-level training plus Licence to Practise assessment and accreditation recommended	Licence to Practise assessment and accreditation strongly recommended
GCIAF	10% sample	10% sample	10% sample
SFL Reports	Portfolio level analysis of GSB distribution	Portfolio level analysis of GSB distribution	Portfolio level analysis of GSB distribution
Guidance	Bronze scheme guidance developed in Q1 FY25/26	Silver scheme guidance developed in Q1 FY25/26	Gold scheme guidance developed in Q1 FY25/26

47. From 1st April, 2025, all gold schemes will be mandated to attend the Complex Grants Advice Panel (CGAP). This replaces one of the previous CGAP controls that mandated all schemes over £100m that fulfilled one of the



- previous government's priorities to attend CGAP. The current threshold of £20 million for Level 1 schemes, as detailed in the Grants Pipeline Control, will be replaced with the £50 million gold value band.
- 48. Manifesto schemes will continue to be mandated to attend the CGAP.

 However, manifesto schemes in the bronze and silver tiers may be granted an exemption at the discretion of the CGAP secretariat. Further information on the requirements to attend CGAP can be found in Minimum Requirement Three: Complex Grants Advice Panel.
- 49. A self-service model of the Readiness Assessment, <u>available here</u>, has been developed by the GGMF for bronze and silver schemes, enabling grant practitioners to complete the assessment independently, without the assistance of their GGMF business partner. However, it is advisable for schemes with less experienced grant practitioners to conduct the Readiness Assessment in collaboration with their GGMF business partner, as this approach is likely to provide the greatest benefit through guided support. All gold schemes should complete the Readiness Assessment alongside their GGMF business partner. If you choose to complete the Readiness Assessment without assistance, please email <u>cgap@cabinetoffice.gov.uk</u> as soon as you have submitted the assessment, and the RAG-based report will be generated and sent to you within three working days.
- 50. The GGMF strongly recommends that grant managers and SORs working on Exchequer-funded grant schemes that are identified as gold or silver schemes, hold or be in the process of obtaining, the Licence to Practice accreditation. This recommendation is supported by a forthcoming *should* statement in Minimum Requirement Ten: Training.
- 51. Following the recent Grants Continuous Improvement Assessment Framework (GCIAF) exercise, the GCIAF will be redesigned and refocused, to create a more coherent and streamlined framework that incorporates some of the principles of the Gold, Silver, Bronze framework, reflecting guidance on proportionality and introducing a differential requirement for core criteria and scheme criteria. The redesign will be completed in time for the next assessment in FY26/27.
- 52. Each department will have the proportion of gold, silver, and bronze schemes in their grant portfolio reported in their regular SFL reports, ensuring an accurate reflection of their portfolio's overall value, risk and complexity.
- 53. Additional guidance exploring proportionality in government grant management is being developed that will offer proportionate expectations across the grants life cycle for bronze, silver and gold schemes. This will be

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circulated with departments for review in Q1 of FY25/26 and will be regularly updated based on additional feedback in response to the Gold, Silver, Bronze framework.

- 54. Alongside the planned proportionality guidance document and possible additional ODA guidance due for review in Q1 of FY25/26, the following documents will also be updated to reflect the Gold, Silver, Bronze framework:
 - a. Grants Pipeline Control;
 - b. GGIS Data Dictionary;
 - c. Minimum Requirement One: Senior Officer Responsible for a Grant;
 - d. Minimum Requirement Two: Approvals and Data Capture;
 - e. Minimum Requirement Three: Complex Grants Advice Panel;
 - f. Minimum Requirement Four: Business Case Development;
 - g. Minimum Requirement Seven: Risk, Controls and Assurance;
 - h. Minimum Requirement Ten: Training;
 - i. Capability learning materials including the Awareness-level training module and Licence to Practise.