

Dear Fund Manager,

Following receipt of your fund closure information pack, sent by your Salix Relationship Manager, this letter is a reminder of the upcoming deadline to commit projects by **Wednesday 31<sup>st</sup> July 2024**.

As you have previously been notified the English Salix Recycling Fund scheme will come to a close this financial year (2024/25). All projects must be completed by 31<sup>st</sup> March 2025. Therefore, to ensure we can manage the fund closure process, whilst supporting you to effectively manage your fund we have set a 31<sup>st</sup> July 2024 deadline to commit your final projects.

All capital works for projects must be completed on site and marked as commissioned on SERS by COP Monday 31<sup>st</sup> March 2025 with no spending permitted after this date. If you wish to deliver projects this financial year through your fund these must be committed on SERS by **COP Wednesday 31st July 2024**.

All documentation needs to be submitted on SERS or sent to your relationship manager via email by the **31<sup>st</sup> of July** to facilitate the assessment process. This includes business cases, compliance tools and supporting evidence for your final projects. Any projects committed after this deadline cannot be funded by your recycling fund. The same deadline applies for projects that fall below the business case threshold of £100k.

If you do not commit projects by the end of July deadline and you have no projects currently in delivery, this indicates to us that you have no plans to deliver projects this financial year. As a result, your Salix relationship manager will initiate the fund closure process on 1st August 2024. Fund recovery will commence in August to ensure the optimal use of public funds.

We hope you continue to utilise the RF/RGF in its final year. However, if no funds are allocated, the closure process will begin. Regardless, we continue to wish all public sector bodies success in your journeys towards decarbonisation and hope to work with you again in the future.

Kind Regards,



Heather Jones  
Senior Programme Manager