

### Use of the Covid Minor Works Grant for Capital Building Expense

*(Document last updated June 2023)*

#### 1. Introduction

Under the Covid Minor Works grant, there is scope to spend monies on capital works on the school premises. This expenditure should not be reflected as fixed assets in the balance sheet of a board's accounts but should be transferred to Capital & Reserves.

#### 2. Accounting Treatment

The nominal codes to be used to account for the grant received, the expenditure of the grant and any unspent balance are set out below.

##### 2.1 When the grant income is received

Action	DR/CR	Nominal Code	Description
Covid Minor Works Grant Monies Received	DR	1800	Current Account 1 <i>Current Asset</i>
	CR	2169	COVID Minor Works Grant Unspent <i>Current Liability</i>

## 2.2 When Covid Minor Works Grant used to carry out Capital Buildings Works

Action	DR/CR	Nominal Code	Description
Covid Minor Works DE grant spent on Capital Building Works	DR	3941	Covid Minor Works Building Expense <a href="#">Capital &amp; Reserves</a>
	CR	1800	Current Account 1 <a href="#">Current Asset</a>

Action	DR/CR	Nominal Code	Description
Transfer of Grant spent to Capital & Reserves	DR	2169	COVID Minor Works Grant Unspent <a href="#">Current Liability</a>
	CR	3905	COVID Minor Works Capital Grant Income <a href="#">Capital &amp; Reserves</a>

## 2.3 Transfer to Land/Building Fund Account

The year after the capital building project is complete the income and expenditure should be transferred to the land/building fund account.

Action	DR/CR	Nominal Code	Description
Transfer the contributions to the cost of the capital project to Land/Building Fund	DR	3905	COVID Minor Works Capital Grant Income <a href="#">Current Asset</a>
	CR	3995	Land/Building Fund Account <a href="#">Capital &amp; Reserves</a>

<b>Action</b>	<b>DR/CR</b>	<b>Nominal Code</b>	<b>Description</b>
Transfer the cost of the capital building project to the Land/Building Fund	DR	3995	Land/Building Fund Account <a href="#">Capital &amp; Reserves</a>
	CR	3941	Covid Minor Works Building Expense <a href="#">Current Asset</a>

#### **2.4 Account for the unspent grant balance**

The Covid Minor Works grant is a ring-fenced grant and the balance unspent at the year-end must be reconciled and accounted for in nominal code 2169 Covid Minor Works Grant Unspent.