

## Wraparound Funding Methodology

Please be aware that –

- funding awards are proportionate to the expansion/creation of places in your club(s)
- income from fees / other sources plus funding from the programme should cover the expansion/creation operating costs
- we are required by the Department for Education (DfE) to taper payments from the term after your launch date because it is expected that attendance will increase and generate the income needed to cover operating costs

### Tapering % (example for Autumn Launch)

Autumn 2024	Spring 2025	Summer 2025	Autumn 2025	Spring 2026
100%	80%	60%	40%	20%

### Funding Methodology - Example

Step	Example Only			
1	Panel determine % of expansion / creation & type			
2	Salary and applicable Premise costs for 12 months			
3	Costs attributed to expansion / creation			
4	Step 3 Costs shared over 3 terms			
5	Planned Launch			
6	Panel determines additional contributions for resources, training, and staff			
7	Award (1 <sup>st</sup> payment for Launch)			
8	Subsequent Awards with Tapered % applied	Spring 2025 £3,000 (step 4) @ 80% = £2,400	Summer 2025 £4,200 (step 4) @ 60% = £2,520	Autumn 2025 £4,800 (step 4) @ 40% = £1,920
				Spring 2026 £3,000 (step 4) @ 20% = £600

**NB:**  
**Payments assume increasing levels of income/occupancy. All funding awards remain subject to the initial conditions agreed by you, and the places (created and/or expanded) funded by the programme continue to meet the DfE Wraparound place definition.**

**If there is a delay to the planned launch date, any staffing and/or premises elements of the award will be proportionally adjusted to reflect the change. Please ensure that your Wraparound Development Worker is aware so that our records can be modified.**

### Please also remember:

- The funding is ringfenced for programme delivery only
- Appropriate action should be taken at your year end to roll forward any unspent award
- To submit via the portal your termly sufficiency data and online form – INFO – Update Your Details (Wraparound Offer). Please see below for guidance notes.

The form is required to help keep the [Norfolk Community Directory](#) up to date where consent has been provided, enabling families to search for Wraparound provision near them.

### Is your Wraparound team missing out on fully funded training opportunities?

The Training Programme can be found here - [Wraparound training - Norfolk Schools and Learning Providers - Norfolk County Council](#)

Request places via the Provider Portal (Course Module)- [Synergy - Enquiry](#)

**REMEMBER:** To book any training, the delegate must be listed as a staff member in the Staff Module.

### Do you need help with your portal submissions?

#### ["Sign In" to the Provider Portal](#)

- NEO - How to login [How to sign in \(Word doc\) \[423KB\]](#)
- Staff Module Guidance [Staff Module Guidance \(Word doc\) \[406KB\]](#)
- Course Module Guidance [Course Guidance \(Word doc\) \[527KB\]](#)
- Form Module Guidance [Forms Guidance \(Word doc\) \[245KB\]](#)
- Sufficiency Module Guidance [NEO Guidance Sufficiency Module \(Word doc\) \[201KB\]](#)

If you are unable to login to the portal, please email [earlyyearsfinance@norfolk.gov.uk](mailto:earlyyearsfinance@norfolk.gov.uk).

**REMEMBER:** There are termly training sessions to help you with portal submissions and updates, please refer to the Training Programme for more details.

If you have a login but are unable to find or update any of your data, please contact your WDW for support.