



**STRONGER  
COMMUNITIES  
FUND**

## **Community Grant Program – Acquittal Form**

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**INSERT PROJECT NAME HERE**

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## ACQUITTAL OF GRANT FUNDS

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The organisation must complete and return to Council the Community Grants Program Acquittal Form within **four (4) weeks** of project completion (and funds being expended).

### ORGANISATION DETAILS

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Name of Organisation:	
Contact Person:	
Address:	
Telephone:	
ABN (if registered for GST):	

### BRIEF PROJECT DESCRIPTION

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Project Description:	
Project Completion Date:	
Project Value:	

### PROJECT OUTCOME SUMMARY

Outcome 1	
Outcome 2	
Outcome 3	

**You MUST attach photos of the project.**

**PROJECT INCOME** (see note below regarding GST)

Community Grant Program Funding:	\$
Organisation Contribution (cash):	\$
Contributions from government sources: (if applicable)	\$
Organisation In-kind Value: (attach method of estimating in-kind value)	\$
<b>Total Project Budget:</b>	\$

**PROJECT EXPENDITURE** (see note below regarding GST)

Expenditure Item	Est. Expenditure (as per Grant Application)	Actual Expenditure
<b>TOTAL</b>		

Attach **all receipts** for the project expenditure items identified above. Estimate In-Kind value and write description of In-Kind under Expenditure Item.

## **GST**

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Goods and Services Tax (GST) is treated in accordance with the Australian Tax Office. Council will fund GST only where an organisation is unable to claim the corresponding tax credit.

If your organisation is registered for GST then please show GST exclusive amounts in the above Project Income and Project Expenditure sections. If your organisation is not registered for GST then please show the GST inclusive amounts.

## **GRANT ACQUITTAL CERTIFICATION**

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I, \_\_\_\_\_ have completed the acquittal for the project as described in this form and certify on behalf of the grant recipient organisation identified above, that the grant funds have been expended as per the original project scope and in the manner described in this form.

Signed: \_\_\_\_\_

Position: \_\_\_\_\_ (President, Secretary, Treasurer or other)

Date: \_\_\_\_\_