**Veteran and Community Grants (V&CG) program 2020-21**

**Letter of Declaration**

*This Letter of Declaration must be:*

* *completed when a non-ESO[[1]](#footnote-1) (an organisation external to the ESO community) is applying for a grant under the V&CG program 2020-21 as a Trustee on behalf of a Trust or in a partnership or consortium arrangement with at least one ESO*
* *signed by both the lead organisation and the Trust, partner or consortium member organisation*

| **Lead organisation legal name:** |  |
| --- | --- |
| **Trust, partner or consortium member organisation legal name:** |  |
| **Trust, partner or consortium member organisation ABN:** |  |

[Trust, partneror consortium member organisation] agrees to [Lead organisation] applying for a grant under the V&CG program 2020-21 on their behalf as a Trustee on behalf of a Trust or part of a consortium or partnership.

[Trust, partneror consortium member organisation] will provide the services specified in the grant agreement and will provide appropriate data and assistance to the [Lead organisation] to ensure compliance with their responsibilities.

[Lead organisation] must pass on the full value of the grant to [Trust, partneror consortium member organisation].

[Lead organisation] confirms that they will be responsible for:

* bearing executive management responsibility and being accountable to the Department of Veterans’ Affairs for the appropriate use of grant funds by [Trust, partneror consortium member organisation] in accordance with the terms of the grant
* the receipt and distribution of grant funds
* the collection, collation and provision of all audit, reporting and acquittal documentation for the grant.

**Please note:** representatives from BOTH the lead organisation AND Trust, partner or consortium member organisation MUST sign this declaration.

Only the lead organisation can submit the application form and enter into a grant agreement with the Commonwealth. The lead organisation must have a formal arrangement in place with all parties prior to execution of the grant agreement.

## Lead organisation details:

| Signature: |  |
| --- | --- |
|  | \*\*Electronic signature: Double click after “Signature” to open Bitmap Image, hold down left mouse button to sign, close bitmap image by clicking on top right corner, which will finalise your electronic signature |
| Full name of authorised officer:  |  |
| Position of authorised officer:  |  |
| Date: |  |
| Organisation name: |  |

## Trust, partner or consortium member organisation details:

| Signature: |  |
| --- | --- |
|  | \*\*Electronic signature: Double click after “Signature” to open Bitmap Image, hold down left mouse button to sign, close bitmap image by clicking on top right corner, which will finalise your electronic signature |
| Full name of authorised officer:  |  |
| Position of authorised officer:  |  |
| Date: |  |
| Organisation name: |  |

1. ESO stands for ex-service organisation. [↑](#footnote-ref-1)