***Saluting Their Service* Commemorative Grants Program 2021-22**

**Letter of Declaration**

This Letter of Declaration must becompleted when applying for a grant under the *Saluting Their Service* (STS) Commemorative Grants Program 2021-22 in a consortium arrangement.

| **Lead organisation legal name:** |  |
| --- | --- |
| **Consortium member organisation legal name:** |  |
| **Consortium member organisation ABN:** |  |

[Consortiummember organisation] agrees to [Lead organisation] applying for a grant under the STS Commemorative Grants Program 2021-22 as part of a consortium.

[Consortiummember 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] 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 [Consortiummember 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 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: |  |

## 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: |  |