Financial Declaration

| Organisation Name |  |
| --- | --- |
| Name of Activity |  |
| Activity ID |  |

# Grant Funding

| Financial year grant funding was receivedYYYY-YY (e.g. 2022-23) |  |
| --- | --- |
| Grant funding received *(excluding GST)* $ enter amount received |  |
| Grant funding approved for roll-over from the previous financial year *(excluding GST)*$ enter amount approved for rollover from previous financial year |  |
| Has your organisation used the total amount of the Activity funding received (including any additional payments, indexation and roll over amounts) in accordance with the Grant Agreement? | [ ]  Yes[ ]  No – please provide amount below and details on page 2 |
| If no, how much remained **unexpended** at the end of the financial year? *(excluding GST)*$ enter amount unspent |  |

# Unspent Funds

Complete this section **only** if you have unspent funds.

| **Reasons for Underspend**Select reasons why the underspend occurred.[ ]  Funds received late in the financial year[ ]  Reduced demand for services[ ]  Issues with recruiting staff[ ]  Delay in project implementation[ ]  Expenses less than anticipated[ ]  Failure to manage expenses[ ]  Other – provide in detailed explanation | **Reason for underspend:**1. Enter an explanation of the underspend
 |
| --- | --- |

# Person Making Declaration

This declaration must be signed on behalf of your Organisation by the Organisation's board, the chief executive officer, or an officer with authority to do so.

| Name of person making the declarationenter name |  |
| --- | --- |
| Signature of the person making the declarationinsert signature |  |
| Position in organisationposition |  |
| Date of declarationdate |  |
| Witnessed bywitness name |  |

**Once complete, submit this form to the group mailbox listed below**

If you have any questions regarding the Financial Acquittal report, please contact the Financial Assurance Centre of Expertise through the relevant inbox:

| **Agency Name** | **Financial Acquittal Inbox** |
| --- | --- |
| Department of Social Services | DSSacquittals@communitygrants.gov.au |
| Department of Social Services – Volunteer Grants | vgacquittals@communitygrants.gov.au |
| Attorney-General’s Department | AGD.acquittals@communitygrants.gov.au  |
| Department of Veterans’ Affairs | DVAacquittals@communitygrants.gov.au |
| Department of Home Affairs | DHA.Acquittals@communitygrants.gov.au |
| Department of the Prime Minister and Cabinet | PMC.Acquittals@communitygrants.gov.au |
| Department of Climate Change, Energy, the Environment and Water | DCCEEW.Acquittals@communitygrants.gov.au |
| Department of Health and Aged Care**NOTE** - Some Department of Health and Aged Care programs have program-specific financial acquittal templates - please check with your Funding Arrangement Manager | DoH.Acquittals@communitygrants.gov.au |
| Department of Education | DE.Acquittals@communitygrants.gov.au |