



Financial Declaration

Organisation Name	
Name of Activity	
Activity ID	

Grant Funding

Financial year grant funding was received <i>YYYY-YY (E.G. 2022-23)</i>	
Grant funding received (<i>excluding GST</i>) \$ <i>ENTER AMOUNT RECEIVED</i>	
Grant funding approved for roll-over from the previous financial year (<i>excluding GST</i>) \$ <i>ENTER AMOUNT APPROVED FOR ROLLOVER FROM PREVIOUS FINANCIAL YEAR</i>	
Has your organisation used the total amount of the Activity funding received (including any additional payments, indexation and roll over amounts)?	<input type="checkbox"/> Yes <input type="checkbox"/> No – please provide amount below and details on page 2
If no, how much remained unexpended at the end of the financial year? (<i>excluding GST</i>) \$ <i>ENTER AMOUNT UNSPENT</i>	

Unspent Funds

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

<p>Reasons for Underspend</p> <p>Select reasons why the underspend occurred.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Funds received late in the financial year <input type="checkbox"/> Reduced demand for services <input type="checkbox"/> Issues with recruiting staff <input type="checkbox"/> Delay in project implementation <input type="checkbox"/> Expenses less than anticipated <input type="checkbox"/> Failure to manage expenses <input type="checkbox"/> Other – provide in detailed explanation 	<p>Reason for underspend:</p> <p>1. <i>Enter an explanation of the underspend</i></p>
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Declaration

By making this declaration, I declare:

- I am a member of the Organisation’s Board, the Chief Executive Officer, or an officer with authority to sign on behalf of the Board and/or CEO,
- I confirm that funds have been spent in accordance with the Grant Agreement,
- I agree that the information I have provided in this document is true and correct, and
- I acknowledge that giving false or misleading information is a serious offence under the *Criminal Code Act 1995 (Cth)*.

Name of person making the declaration <i>ENTER NAME</i>	
Signature of the person making the declaration <i>INSERT SIGNATURE</i>	
Position in organisation <i>POSITION</i>	
Date of declaration <i>DATE</i>	
Witnessed by <i>WITNESS NAME</i>	

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

If you have any questions regarding the Financial Acquittal report please contact the relevant inbox below

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



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Department of Employment and Workplace Relations	DEWR.Acquittals@communitygrants.gov.au
Department of Infrastructure, Transport, Regional Development, Communications and the Arts	DITRDCA.Acquittals@communitygrants.gov.au