

Roper Gulf Regional Council
Community Grants Program
Financial and Performance Acquittal Statement

ABN 94 746 956 090
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You must complete this report within THREE MONTHS of the event being held or the project completion.

About the Project

This Financial and Performance Acquittal Statement is for:

Project:	
Organisation:	
Start Date:	
End Date:	

Project Expenditure

Expenditure items	Amount \$	Receipt supplied
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
Total expenditure		
RGRC grant provided		
Over/under spend		

NOTE: Any unspent funds (over 10%) from the project must be returned to Roper Gulf Regional Council. Alternatively please contact the Grants Coordinator if you wish to apply to use the unspent money for another project.

Project Performance

1. Did the proposed activity/service go ahead as planned?

Yes No

Comments:

Type/write comments here

2. Please provide a brief description of the activity:

Type/write response here:

3. Were specific groups targeted for your activity? (eg. age, cultural background, specific interest groups). Who were they?

Type/write response here:

4. How many people were actively involved in the activity?

Type/write response here:

5. Provide feedback as an organiser on what worked, what didn't work and what could be done differently next time? Did the activity/project benefit the community? How?

Type/write response here:

Any other comments?

Type/write response here:

Did you take photographs or surveys of the event/activity performed?

Yes No

Is this additional information attached?

Yes No

Certification

I certify that:

This acquittal statement is an accurate statement of expenditure of the Roper Gulf Regional Council Community Grant– agreement between Roper Gulf Regional Council and <enter the name of your organisation here> dated <Enter here date you signed your letter of offer> (the “**Letter of Offer Agreement**”); and <Enter here the amount of expended grant funds> has spent the Grant in accordance with the approved purpose as specified in the Letter of Offer Agreement.

Signature: _____ Position: _____

Name: _____ Date: _____

Please return this report to:

E-mail (Preferred): grants.ropergulf@ropergulf.nt.gov.au

Fax: (08) 8971 2429

Post: Roper Gulf Regional Council
PO Box 1321 KATHERINE NT 0851