

ANNUAL GRANT – ACQUITTAL

APPLICANT DETAILS	
NAME OF ORGANISATION/ BUSINESS	
PHONE	
MAIN CONTACT:	
PROJECT NAME:	
POST EVALUATION OF THE INITIATIVE/PROJECT	
Please provide a summary of your project/initiative.	
Please outline how your project/event met the Shire's Strategic Community Plan's Outcomes as identified in your application? <i>(Please refer to the link identified in your application and provide a summary of how you achieved this)</i>	
What outcomes and benefits were achieved throughout the duration of the project/initiative?	

Please list the people and organisations that contributed to the project/initiative. Both in-kind support and other sources of funding. Please include the number of volunteer hours that were contributed to the initiative.

Please list the number of local business that were utilized throughout the duration of the project/initiative.

How was the Shire of East Pilbara acknowledged, advertised or promoted?
This was outlined in your original application agreement. *Evidence of acknowledgement must be provided.*

Please indicate the number from the following target groups your initiative engaged

Target Groups	Numbers
Children (12 years and under)	
Young people/youth (12-18 years)	
Women	
Men	
Older People	
Aboriginal and Torres Strait Islander people	
People from culturally and linguistically diverse backgrounds	
People with a disability	

AMOUNT RECEIVED:	\$ EXC GST			
MULTIYEAR FUNDING:	<input type="checkbox"/> 1 year <input type="checkbox"/> 2 years <input type="checkbox"/> 3 years			
BUDGET BREAKDOWN				
CREDITOR	DESCRIPTION	AMOUNT	INVOICE ATTACHED?	YEAR
		\$		
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TOTAL EXC GST		\$		
DECLARATION				
<p>I _____, representative of _____ _____ (name of organisation), verify that all information contained in the acquittal is correct. I verify that all expenditure has been accounted for and that any surplus or deficit has been declared. I understand that any discrepancies may result in future grant applications being declined.</p> <p>Name: _____ Position: _____</p> <p>Signature: _____ Date: _____</p>				
ACQUITTAL CHECKLIST				
<input type="checkbox"/> Financial acquittal form completed <input type="checkbox"/> All receipts pertaining to the funding money is attached				

- Photos of completed project attached (including any visual acknowledgment of the Shire)
- Photo consent forms attached
- Acquittal is signed by an authorized member of the organisation or business

OFFICE USE ONLY

Name of Shire Representative: _____

Position: Manager Community Wellbeing

Acquittal documentation correct and accepted? **Yes** **No**

Signature: _____

Date Received _____

Synergy Record Number: _____

Position: Community Development Officer

Signature: _____

Date Received _____