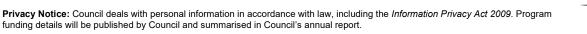
## **Community Development Grants Acquittal Report**

## Community Assistance Program





This form is to be completed by funding recipients reporting expenditure of Community Development Grants.

P: 07 4936 8368 | E: CommunityServicesSponsorship@rrc.qld.gov.au | W: rockhamptonregion.qld.gov.au | PO Box 1860, Rockhampton 4700 | ABN: 59 923 523 766

Applicant Details			
Organisation name:			
Contact name:			
Postal address:			
Preferred contact number:	Email:		
Project description/event title:			
Project/Event Outcome			
Describe how the project/event objectives were met and outcomes measured, including any feedback from participants/users:			
Is there anything that could have been done differently?			
Participation			
If an Event – please detail the number of participants in the event, including any out-of-town visitors (where possible include breakdowns of age ranges and target groups identified in your application):			
If a Project – please detail the anticipated number of users and how they will benefit from the project:			

Actual Project/Event Revenue and Expenditure			
Income		Expenditure	
Please list all project/event related amounts:	\$ value	Please list all project/event related costs:	\$ value
Council sponsorship:			
Other – please detail:			
Total Income:	\$	Total Expenditure:	\$
How will any unspent funds be used?			
Supporting Documentation			
Copies of the following must be supplied:			
□ Receipts for expenditure;			
Evidence of Council acknowledgement (for example, print media coverage, publications, articles, speech notes, brochures etc); and			
□ Photo/s of completed project/event (maximum of three).			
Declaration			
I submit this form with the relevant supporting documentation as required. I declare that the details are true and correct and that all conditions of the funding agreement have been complied with. I consent to the release of any project/event information in this report for promotional and evaluation purposes relevant to Rockhampton Regional Council. I have ensured that all individuals participating in photographs have provided consent for Council to reproduce their photograph/s in Council publications including on Council's website and social media pages.			
Name:		Signature:	
Position in organisation:		Date:	