

City of Ryde Community Grants Program Acquittal Report

It is a condition of funding for the City of Ryde Community Grants Program that successful applicants complete an acquittal report at the completion of their project. If you have any questions regarding the acquittal process, please contact Council's Grants Officer on 9952 8222.

Please complete the form below and return via either email or mail to:

Email: omirkin@ryde.nsw.gov.au

Mail: Community Grants Program
Acquittal
City of Ryde
Locked Bag 2069
North Ryde NSW 1670

Grant Application Number	
Name of Organisation	
Name of Project	
Contact Person	
Contact Number	
Contact Email	

Project Summary:

Please provide a summary of the project. Were there any changes from the original project outlined in your original application?

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Outcomes and Achievements:

Please describe the outcomes or impact of the project.

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Difficulties and Constraints:

Were there any obstacles or issues that had a negative effect on your organisations ability to implement the project? Is there anything you would do differently? If so please describe:

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Project Measures:

Please provide information on your project activities including:

- Number of community participants involved:
- Resources produced (if applicable):
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- Please attach any additional information you consider will assist in making an assessment of the success if the project.

Financial Expenditure:

Have all funds been expended? Yes No

Summary and Comments:

Are there any other comments you would like to make about the City of Ryde Community Grants Program?

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Attachments

Please include the following documents relevant to the amount of funding your organisation received under the City of Ryde Community Grants Program.

Grant amount	Acquittal/ Evaluation Requirements
For grants up to \$2,000	<ul style="list-style-type: none"> • Provide receipts, photos and other material relevant to the project • Provide proof of acknowledgement of Council's Support
For grants between \$2,001 - \$5,000	<ul style="list-style-type: none"> • Provide receipts, photos and other material relevant to the project • Provide proof of acknowledgement of Council's support • Fundraising activities require proof of donation
For grants above \$5001	<ul style="list-style-type: none"> • Report on outcomes achieved including a detailed report on how this has responded to community need • Provide receipts, photos, annual reports and other material relevant to the project • Provide proof of acknowledgement of Council's support • Upon completion of the project a Statutory Declaration must be prepared detailing the income and expenditure related to the project • Fundraising activities require proof of donation

Declaration:

On behalf of

(name of organisation)

I declare that the information provided in this acquittal is correct and is submitted in accordance with the Conditions of Funding Agreement.

Signed	
Printed	
Date	