I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on behalf of

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ certify that the sum of $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ granted by CBWF Community Grants Program has been put to use solely for the purposes for which the grant was made available.

Estimated Cost of the Project $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Actual Cost of the Project $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Certified correct by:

President: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please print

Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_

Secretary: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please print

Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_

**DETAILS OF GRANT EXPENDITURE**

|  |  |
| --- | --- |
| Name of Organisation |  |
| ABN of Organisation |  |
| Postal Address of Organisation |  |
| Contact Person |  |
| Contact Telephone Number |  |
| Project Description |  |

# DETAILS OF PROJECT COST

**Please attach copies of invoice/receipts supporting this claim.**

|  |  |  |  |
| --- | --- | --- | --- |
| **DATE** | **NAME OF SUPPLIER** | **NATURE OF EXPENDITURE** | **AMOUNT** |
|  |  |  | $ |
|  |  |  | $ |
|  |  |  | $ |
|  |  |  | $ |
| **Total Cash Cost of Project** | | | **$** |
| **Grant Allocated** | | | **$** |

# Certification

We certify that the work referred to in the grant application has been carried out, and that the above expenditure relates to the project for which this grant was allocated.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| **PROJECT COMPLETION REPORT** | |
| **Organisation:** | |
| **Project Title:** | |
| **Total Project Cost:** | **Grant Amount:** |
| **Report Prepared By:**  **Position:** | |
|  | |
| **PROJECT SUMMARY: (Please provide a brief story about your project and how it was managed and what community members were involved)** | |
| PROJECT OBJECTIVES: Describe how your project has/or will meet one or more of the objectives of this program which are to promote:  * Innovation and sustainability * Improved health and education, development of long-term partnerships and community cohesion * Strengthen community connections and social wellbeing * Enhancing and encouraging healthy and active communities * Enhancing cultural diversity and creative community activities | |
| PLEASE PROVIDE A PHOTO/S OF YOUR PROJECT IF POSSIBLE, FOR MEDIA PURPOSES | |