**Financial Acquittal – Local Drug Action Team**

Contract amount totals less than $25,000. All amounts are GST exclusive.

|  |  |
| --- | --- |
| **LDAT number** | Insert LDAT number |
| **LDAT name** | Insert LDAT name |
| **CAP number** | Insert CAP number |
| **CAP name** | Insert CAP name |
| **CAP amount** | Insert CAP committed amount |

|  |  |  |  |
| --- | --- | --- | --- |
|  | Planned Spend (A) | Actual Spend (B) | Unspent Funds (A minus B) |
| Funding Contracted | $ | $ | $ |
| Funding to rollover into next CAP  *This amount must be populated into your next CAP submission* |  | $ | $ |

If you are returning unspent funds to the ADF, select reason:

Changing the Lead Member for the LDAT

Other (please specify)

|  |  |
| --- | --- |
| Unspent Funds to be returned to the ADF  *A tax invoice will be issued to you within 2 weeks of receipt of Financial Acquittal*  *Note: GST will be added, if applicable (i.e. if you are registered for GST)* | $ |

## **Declaration:**

## I hereby certify, confirm and agree that:

## the information above is a true record of income and spend for the LDAT

## funds were spent as per the budget in the approved grant application for the CAP

* no funds were spent on capital asset/s, except if written prior approval received from ADF
* account/s and financial records have been maintained, so that all receipts and expenditure of each Grant are always clearly identifiable and accessible for auditing purposes, if requested.

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Signature of CEO/company secretary/finance manager or other authorised person

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Name of CEO/company secretary/finance manager or other authorised person

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