



# Acquittal

## Araluen Community Access Grant

Name of Project

Name of Organisation

Contact Person

Position within Organisation

Postal Address  Postcode

Contact Numbers  (W)  (AH)  (Fax)

Email

Signed \_\_\_\_\_

Date \_\_\_\_\_

### CERTIFICATION

To be signed by the Chair or Chief Executive of the organisation.

- I certify that to the best of my knowledge the statements made within this application are true.
- I understand that if the Alice Springs Town Council approves a grant, I will be required to accept the conditions of the grant in accordance with Alice Springs Town Council as outlined in the grant application guidelines.

Name

Position in Organisation

Signature \_\_\_\_\_

Date \_\_\_\_\_

### NOTE

- The attached Evaluation Form and a Financial Acquittal are to be forwarded to Alice Springs Town Council within 1 month of completion of the project. Recipients of grants will not be considered for further funding until all outstanding grants are financially acquitted and a failure to adequately acquit may require the return of grant monies received.
- Grant money will not be used for any other purpose other than that for which the grant is awarded, unless written permission has been obtained from Alice Springs Town Council.

# Project Evaluation Report

Please complete answers within the format provided with reference to the project guide lines.

**Did the project achieve its aims and objectives within the time frame (Please describe in summary)?**

**Will further art community outcomes be stimulated as a result from this initiative?**

**Will there be any ongoing benefits to the participants and the the community as a result of the grant?**

**Which other local arts/community groups were involved with the project and what bearing did this have?**

**Did the project achieve its anticipated community impact (Please describe)?**

**Please describe how you acknowledged the Alice Springs Town Council sponsorship of your activity/project.**

**Please identify any shortcomings of the project if any so that information can be used to assist future planning.**

**Please summarise outcomes (what the project meant to participants).**

# Project Budget

(This is for example only. Please supply details of your own actual items of income and expenditure.)

Income	Total \$	Expenditure	Total \$
Box Office		Professional wages	
Performance fees		Coordinators wages	
Stall fees		Travelling expenses	
Advertising income		Materials (please itemise)	
Sponsorship		Equipment hire	
Donations		Publications/programs	
In-kind support		Advertising	
Applicant's cash contribution		Vehicle expenses	
Other funding		Postage and phone	
		Printing and stationery	
		Street closures/waste disposal, etc	
		Insurance Services	
Amount requested from ASTC		Other	
<b>TOTAL \$</b>		<b>TOTAL \$</b>	

Please note: The total expenditure and income must be the same, as the budget must balance.