

ACQUITTTAL

Economic, Events and Tourism Development Fund (EETDF) 2022-23 Evaluation Report

The acquittal for your Project must relate directly to the budget that formed your submission and Council approved purpose.

Please complete the acquittal report and attach copies of:

1. Invoices / receipts as well as any additional information or separate financial statements that may be useful.
2. Evidence of how the Shire of Broome was acknowledged as part of your Project.
3. Audited Financial Statements may be requested.
4. Any additional documentation that provides information on Project delivery and outcomes achieved.

Any unused funds must be returned with this report.

PROJECT DETAILS

Name of Project:	<input type="text"/>		
Postal Address:	<input type="text"/>		
Contact Person:	<input type="text"/>	Position:	<input type="text"/>
Phone:	<input type="text"/>	Mobile:	<input type="text"/>
Email:	<input type="text"/>		
Name of Project:	<input type="text"/>		
Project Start Date:	<input type="text"/>	Project End Date:	<input type="text"/>
Total Project Cost:	<input type="text"/>	EETDF Funding:	<input type="text"/>

PROJECT REPORT

<p>Project Outputs</p> <p><i>Please outline and provide evidence of achieving the Purpose of Funds</i></p>	
<p>Project Outcomes</p> <p><i>What were the community and economic benefits of this Project for Broome District?</i></p>	
<p>Stakeholder Engagement</p> <p><i>Outline the community support, engagement, and/or investment in the Project.</i></p> <p><i>Do you use local businesses and/or services for your Project?</i></p>	
<p>Data Collection</p> <p><i>Did you collect any data as part of your project to demonstrate project outcomes or community and economic benefit?</i></p>	
<p>Lessons Learnt</p> <p><i>What changes, if any, would you make to improve the Project in the future?</i></p>	
<p>Shire of Broome Acknowledgement</p> <p><i>Outline and provide evidence for how the funding from the Shire of Broome was acknowledged?</i></p> <p><i>Please refer to the Funding Recognition Framework.</i></p>	

FINANCIAL REPORT

Please provide copies of invoices / receipts to support your itemised breakdown of expenditure.

Please provide financial accounts and annual reports for your organisation if requested.

Please note: Audited accounts may be requested for funding exceeding \$50,000 ex GST.

PROJECT INCOME	CASH (ex GST)	
Shire of Broome EETDF contribution	\$	
Other contributions - Please Specify	\$	
	\$	
	\$	
	\$	
A Total Project Income	\$	
PROJECT EXPENDITURE	CASH (ex GST)	EETDF Contribution (ex GST)
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
B Total Project Expenditure	\$	\$
C Budget Surplus / Deficit	\$	

(A) Total Project Income - (B) Total Project Expenditure = (C) Project Surplus / Deficit

DECLARATION

I certify that the funding provided by the Shire of Broome has been spent in accordance with the purpose and conditions for which it was approved and the evaluation and financial statements are a true and accurate record of the transactions for this project.

Name:		Position:	
Signature: <i>Insert digital signature, or print and sign</i>		Date:	

Please return your completed Report along with any attachments, using one of the following options:

Email: shire@broome.wa.gov.au
Post: PO Box 44 BROOME WA 6725
Hand deliver: Shire of Broome Administration Office, 27 Weld Street BROOME