

Shire of Esperance Community Grants Program

Small Grant Accountability Report - Representation



This report is due 60 days following your event. If you need more space please attach additional pages.
Contact the Shire of Esperance if you are unable to complete questions or declarations.

AMOUNT RECEIVED (\$)

SPORT / ACADEMIC / LEADERSHIP OR CULTURAL ENDEAVOUR

APPLICANT DETAILS

PERSON NAME

PERSON PHONE NUMBER/S

PERSON POSTAL ADDRESS

PERSON EMAIL ADDRESS

EVENT DETAILS

EVENT NAME

EVENT LOCATION

EVENT DATES

EVENT SUMMARY

WHAT SPECIFICALLY WERE THE FUNDS SPENT ON? Evidence to be attached.

HOW DID YOU ACKNOWLEDGE THE SHIRE OF ESPERANCE? Evidence to be attached.

DESCRIBE YOUR PARTICIPATION IN THE EVENT AND WHAT YOU GAINED FROM THE EXPERIENCE

DECLARATION & CHECKLIST

The event participation met the conditions as set out in the grant approval letter and Community Grant Program Guidelines.

The information provided in this accountability report and any attachments is true, correct and discloses an estimate as accurate as possible as to the proposed expenditure and activities of the project.

Mandatory Supporting Documentation Attached:

Receipts/invoices for funded expenses.

Evidence of acknowledgement of the Shire of Esperance's support of my involvement in the event

A good quality image of my event participation for use by the Shire of Esperance for promotional purposes.

Signature or E-Signature

Date