Financial Acquittal Report

**Community Justice Group Program**

**Funded organisation:**

*Name of Community Justice Group****:***

Funding Schedule No:

**STATEMENT OF INCOME AND EXPENDITURE FROM / / TO / /**

\*Please use GST exclusive figures

|  |  |  |  |
| --- | --- | --- | --- |
| **INCOME** | **ACTUAL FOR THIS PERIOD** | **YEAR TO DATE ACTUAL** | **ANNUAL BUDGET** |
| Departmental Funding | $0 | $0 | $0 |
| **TOTAL INCOME** | **$0** | **$0** | **$0** |
|  | | | |
| **EXPENDITURE** | **ACTUAL FOR THIS PERIOD** | **YEAR TO DATE ACTUAL** | **ANNUAL BUDGET** |
| **Salary & Wages** | $0 | $0 | $0 |
| **Other** | $0 | $0 | $0 |
| **Client Support funding** | $0 | $0 | $0 |
| **Volunteer Remuneration** | $0 | $0 | $0 |
| **TOTAL EXPENDITURE** | **$0** | **$0** | **$0** |
| **SURPLUS/DEFICIT**  (Total Income less Total Expenditure) | **$0** | **$0** | **$0** |
| Comments | | | |

|  |  |
| --- | --- |
| **EXPENDITURE** |  |
| **Salaries and Wages** | **Salaries and wages:**  All salaries and wages (including penalty payments) paid to all staff employed on a permanent or casual basis (including temporary/replacement staff), included but not limited to salaries, wages, annual leave, long service leave, sick leave, salary sacrifice, superannuation, workers’ compensation and fringe benefits tax.  **Contract workers:**  Consultancy fees paid in respect of contractors engaged in direct service delivery only. |
| **Other Costs** | **Other costs:**  Auspicing fees, business planning costs, management fees, meeting expenses, volunteer costs.  Accounting fees, advertising and promotion, audit fees, bank charges and fees, consultancy fees, fees and permits, licenses, loans, subscriptions and memberships, insurance premiums – professional indemnity, insurance premiums – volunteers, postage, freight and courier, telephone, fax and internet charges, printing and stationery, publication and information resources, sundry expenses.  **Property and energy costs**  Cleaning, equipment hire/lease, property management fees, rates and taxes, rates rental properties, rent- rental properties, repairs and maintenance equipment, repair and maintenance rental property, cleaning, property rent/lease, council rates, utilities (electricity and gas), security expenses staff amenities.  **Motor vehicle costs**  Fuel and oil, repairs and maintenance, motor vehicle insurance premium, registration, motor vehicle lease payments. Do NOT include vehicle purchase costs.  **Travel and training costs**  Employment support and supervision, training and development staff, travel and accommodation, volunteers costs. |
| **Client Support Funding** | **Client Support Funding:**  Client support funding is used to make purchases on behalf of offenders and victims. The funding aims to assist people in immediate need to engage with the court process and/or access treatment and support services that will help them address the underlying contributors to their offending behaviour and/or contributes and supports their independence.  Examples include, but are not limited to:   * Pre-loaded go cards or other forms of public transport tickets * Food vouchers * Hygiene packs * ID requirements including: * an adult proof of age card; * a driver’s licence; or * a learner driver’s licence   Examples of client support being used to purchase a service include but are not limited to:   * Physical/mental health assessments * Therapeutic/rehabilitation programs * Training courses |
| **Volunteer Remuneration** | **Court attendance allowance**  Commitment to pay an allowance direct to Elders and/or Respected Persons who have been active during court attendance.  **Payments to submit court reports and submissions**  Commitment to pay Elders and/or Respected Persons direct for the preparation of written reports including but not limited to:   * Written bail submissions * Murri Court entry report * Written sentence report * Murri Court sentence report   **Facilitation of cultural programs**  Commitment to pay Elders and/or Respected Persons for the facilitation of cultural programs including but not limited to:   * Yarning circles * Men’s Groups * Women’s Groups   **Catering**  Budget to provide catering at meetings or events where Elders and/or Respected Persons are in attendance. |

# *- Is your organisation GST registered? Yes/No*

# *- Has a Business Activity Statement for the previous period been remitted to the Australian Taxation Office in this period by the due date? Yes/No*

# *- Has a Superannuation contribution for the previous period been paid in this period by the statutory due date? Yes/No*

|  |  |
| --- | --- |
| **We certify that we have sighted the income and expenditure for this period and that the information provided is a true account of the organisation’s financial position, as it related to departmental funding. We also certify that these funds have been used as agreed in the Service Agreement.** | |
| **Signed by:**  **Position:**  **Date:** | **Signed by:**  **Position:**  **Date:** |