|  |  |
| --- | --- |
| **FINANCIAL REPORT CERTIFICATION** | |
| **Grant reference:** Grant title:I certify that:  1. Monies received under the **above mentioned grant,** have been expended for the purpose of the grant as per the signed Funding Agreement; and 2. I have read the NBCF Grant Expenditure Guidelines\* and all expenditures listed on the Financial Statement are consistent with these guidelines; and  Salaries paid under the grant are in accordance with the general rates in force at this institution at the time of payment; and  1. Monies received under the abovementioned grant were not used to fund institution on-costs or salary on-costs, except as set out in the approved budget of the Grant Application; and 2. The Financial Statement for the reporting period **<DD/MM/YYYY>** to **<DD/MM/YYYY>** is accurate and complete; and 3. I am an authorised financial officer for the **<insert administering institution>**. | |
| **Name** |  |
| **Signed** |  |
| **Position** |  |
| **Date *(DD/MM/YYYY)*** |  |
| **Email** |  |
| **Telephone** |  |

|  |  |
| --- | --- |
| **FINANCIAL TOTALS** | |
| **Income for reporting period:**  **Interest\*\*:**  **Total income with interest\*\*:** | **$**  **$**  **$** |
| **Total Expenditure for reporting period:** | **$** |
| **Positive/negative\*\*\* balance brought forward:** | **$** |
| **Cumulative underspend/overspend:\*\*\*** | **$** |

*\*Available on the NBCF Progress Reports Website:* [*http://nbcf.org.au/research/information-for-researchers/grants-information/progress-reports/*](http://nbcf.org.au/research/information-for-researchers/grants-information/progress-reports/)

*\*\*please write “n/a” if not applicable*

*\*\*\*please select one, delete the other as appropriate*

Please contact the NBCF Grants Administrator if clarification is required: 02 8098 4825, [research@nbcf.org.au](mailto:research@nbcf.org.au)

**The Principal Investigator will need to enter the following data into their progress report online and upload a copy of this report into their progress and financial report**

**Personnel Expenditure:**

|  |  |
| --- | --- |
| **Item (e.g. 0.8 FTE for PI)** | **Total** |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
| **SUB TOTAL** | **$** |

**Consumables:**

|  |  |
| --- | --- |
| **Item (aggregate and/or itemised)** | **Total** |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
| **SUB TOTAL** | **$** |

**Equipment and others:**

|  |  |
| --- | --- |
| **Item (aggregate and/or itemised)** | **Total** |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
| **SUB TOTAL** | **$** |