
GRANT AGREEMENT (example)

Name of Organisation: _____

Project Title: _____

Grant amount: \$ _____

Recipients of Grants from the Citizen Advocacy Trust of Australia (the Trust) are required to sign this Grant Agreement accepting the conditions of the Grant as outlined below. On receipt of one signed copy of this Agreement the Trust will forward the funding.

The.... name of Grantee has been awarded a Grant by the Trust subject to acceptance of the following conditions:

1. That the whole of the Grant will be used exclusively for this Project, as set out in the Grant application and not for any other purpose
2. That every endeavour will be made to complete the project bydate..... (within twelve months from the receipt of your signed Agreement)
3. That the Trust will be advised of any unexpected circumstances which may affect the ability to undertake or complete the project within the agreed period. Any extension of time required will to be negotiated
4. The grant accounts will be shown separately in the Programme's financial records
5. The Programme will complete the enclosed Grant report and acquittal form and return to the Trust within two months of completion of the project. Please read the attached Grant report and acquittal form in order to understand the records needed for completion
6. The Programme will acknowledge the assistance of the Trust in any published or display material
7. The Programme agrees to provide the Trust with quotes, stories, and/or photos where consent is given as outlined in the Grant report and acquittal form
8. The Programme agrees that any unspent Grant money at the completion of the Project will be returned to the Trust with the Grant Report and Acquittal form.

Signed..... (Trust Chairman) **Date**/...../.....

Please sign both copies of this Agreement and return one copy to the Citizen Advocacy Trust of Australia

I accept the above conditions on behalf ofname of Programme.....

Signature of Chairperson:

Name of Chairperson: **Date:**/...../.....

To enable payment of your Grant, please provide your bank details:

Name of bank account:

Bank:

BSB number: **Account number:**