

## TEMPLATES FOR FINANCIAL REPORTS PREPARED BY AN ACCOUNTANT

This is only required where total receipts under the Environmental Stewardship Program exceeds \$750,000 over the life of the funding agreement.

FINANCIAL YEAR 20\_\_ – \_\_

	GST EXCLUSIVE
Annual payment (for this year's activities cash received)	\$

Expenses incurred in implementing management action (which may include items such as but not limited to fencing, weed control, feral animal control and labour)	\$
The cost of foregone production on the area under management	\$
Total	\$

Each year, please keep a copy of the completed form for your records along with all supporting documentation. Please refer to the funding agreement for any specific conditions that may apply to you.

### STATEMENT BY ACCOUNTANT TO ACCOMPANY FINANCIAL REPORT

#### Note for the accountant:

Please submit this certification on your organisation's letterhead.

1. I/we, the undersigned, confirm that the financial acquittal for [insert entity name and ABN per funding agreement] (Recipient) for the financial year [insert financial year] has been prepared by myself as a registered accountant.
2. I/we do not have conflict of interest (including both financial and personal) in the Recipient, project or property.
3. This statement does not constitute an audit as defined by Australian Accounting Standards (including the Australian Accounting Interpretations) promulgated by the Australian Accounting Standards Board.
4. I/we have prepared the financial acquittal with due care, and make this statement after making diligent inquiry and on the basis of my own knowledge. In my/our opinion, to the extent possible without undertaking an audit of the project, the financial acquittal represents a true and fair view of the project.
5. The Recipient received \$[insert amount of funding] GST exclusive in the [insert financial year] financial year, as described in the funding agreement with the Commonwealth of Australia represented for the purposes of the agreement by the Department of the Environment and Energy (Department) dated [insert date] for the Environmental Stewardship Program (Agreement).
6. The component of funding provided for reimbursement of costs of foregone production on the Specified Area is a genuine and defensible estimate of these costs.

7. With the exclusion of the component of funding provided for reimbursement of genuine costs of foregone production on the Specified Area, the Recipient has spent the funding in accordance with the funding agreement to maintain and improve the condition of matters of environmental significance on their property and has adhered to the specified management actions in the Agreement.
8. I/we have reviewed supporting documentation in preparing this statement. In accordance with the Agreement, the Recipient has retained tax invoices for the funding and receipts (if any) and/or other supporting documentation to verify the funding has been expended for the purposes stated in the Agreement.
9. The Recipient has returned \$[insert amount of funds] to the Department being funding not spent for the purposes specified in the Agreement. [delete if not applicable]
10. The Recipient has not spent \$[insert amount of funds] of the funds received on achieving the project objectives within the 20\_\_–\_\_ financial year and request permission to use these funds in the 20\_\_–\_\_ financial year. [delete if not applicable]

Certifying accountant's name

Telephone:

Signature:

Date:

Position:

Email:

Name of firm:

ABN:

Registered as an Accountant (please tick as applicable)

- ☐ under the Corporations Law
- ☐ a member of the Institute of Chartered Accountants in Australia
- ☐ a member of CPA Australia
- ☐ a member of the National Institute of Accountants
- ☐ other, please specify: \_\_\_\_\_