

Grant Acquittal Form

Project Title	
Project Reference #:	
Recipient (Admin Org):	
Chief Investigator:	
Associate Investigators:	
Date Project Commenced:	
Date Project Completed:	
Variations Approved:	

1. Financial acquittal

To be submitted within 60 days of completion of the grant funding period final grant instalment will be withheld until acquittal reports are finalised.

	\$ Budget	\$ Actual	\$ Variance	Comments
1. Salary & Wages Specify personnel employed				
2. Salary on-costs				
3. Equipment Specify items over \$500				
4. Consumables Specify items over \$500				
5. Travel Specify details				
6. Publications Fees (\$3k max) Include evidence of expenditure				
TOTAL EXPENDITURE:				
TOTAL GRANT:				
SURPLUS / (DEFICIT):				

* Surplus Grant funds must be repaid to Firefly Children's Foundation, or written permission sought to extend the Grant Funding Period by no more than twelve months. Any deficits in funds which are necessary to complete the project remain the responsibility of the Recipient and will not be funded by Firefly Children's Foundation.

Declaration

The Grant has been expended to the extent of **[insert amount / fully expended]**: _____ on the research project, in compliance with the purposes and conditions specified in the Funding Terms and Conditions as signed by the Recipient and the Chief Investigator.

SIGNED:

Chief Investigator: _____ Date: _____

Recipient's Chief Finance Officer: _____ Date: _____

2. Summary of key outcomes

One page summary: MS Word format.

Attach a one-page summary, in non-scientific terms that would be understandable to the general public, outlining the key outcomes achieved in relation to your research project.

This summary will be published on the Research Page on the Firefly Children's Foundation website.

3. Media summary of research findings

Summary of 50-75 words: MS Word format.

Provide a summary of 50-75 words, in non-scientific terms that would be understandable to the general public, that could be used as a basis for a media release for Channel 7 Adelaide and will be published on the Firefly Children's Foundation website.

4. Commercialisation of research project outcomes

Intellectual property: MS Word format.

To the extent possible, summarise any intellectual property developed during your research project, which you intend to commercialise. If insufficient space, please attach separately (MS Word format)

5. Publications - Part 1 (list)

List: MS Word format:

Attach a list and provide links to all publications, clearly identifying whether:

- published;
- in press;
- submitted for publication; or
- in preparation;

Attach a list of conference presentations arising from this research project.

The support of Firefly Research Foundation should be appropriately acknowledged with sufficient prominence in any publications, papers, reports or articles resulting from research projects funded by Firefly Research Foundation.

6. Publications - Part 2 (copies)

Forward a copy of all publications, papers, presentations, reports and articles following their publication.

Refer to the Funding Terms and Conditions (Obligations of Recipient, clause 1.1 c), requiring the Recipient to:

*“... ensure that Researchers (including by making it a condition of any employment or service contract) forward to Firefly Children’s Foundation any conference abstracts, published papers and other materials arising from the Research Project as they become available from time to time **during the Grant Funding Period and for a period of 24 months after the end of the Grant Funding Period.**”*