

EXPLANATORY NOTES FOR CERTIFICATION BY A QUALIFIED ACCOUNTANT

1 **Certificate requirement**

The attached certificate should be completed by a qualified accountant ***within a period of three months after the date of completion of the approved project or the final grant payment has been made*** (whichever is later as per the conditions of the grant offer).

2 **Qualified Accountant**

A **qualified accountant** is defined as a person who is:

- 2.1 registered or taken to be registered as a company auditor under Part 9.2 of the Corporations Law; or
- 2.2 a member of the Australia New Zealand Institute of Chartered Accountants, the Australian Society of Certified Practising Accountants or any other body prescribed for the purposes of subparagraph 1280 (2) of the Corporations Act (student membership is not accepted).

3 **Alterations to certificates**

Alterations to certificates are only permissible if a stroke is made through the figure or word and the corrected figure or word written in, together with the accountant's initials. Under no circumstances will certificates be accepted if alterations are made with correcting fluid or erasers.

4 **Enquiries**

Any enquiries concerning this certificate should be directed to the Executive Officer, SA Independent Schools Block Grant Authority Inc, 128 Greenhill Road, UNLEY SA 5061, phone 8179 1400, email bga@ais.sa.edu.au

CERTIFICATE BY A QUALIFIED ACCOUNTANT
IN RESPECT OF GRANTS PAID TO SCHOOLS FOR PROJECTS APPROVED UNDER THE AUSTRALIAN GOVERNMENT'S CAPITAL GRANTS PROGRAM

I, _____ (full name)
of (address)

being a qualified accountant as defined in the explanatory notes do hereby certify that I have examined the books and financial documents of

School name	
Location	
Project Reference Number	
Project Description	

Financial Summary (excluding GST) *Press the TAB key after entering details to calculate and move to next field*

Grant payments	\$ Amount	Year
Total Grant		
School Contribution		
Total Project Cost*		

** This amount agrees to the final Progressive Expenditure Statement (PES) submitted to the BGA*

I have satisfied myself that

- 1 the approved project has been completed;
- 2 the financial summary above is correct;
- 3 an amount equal to the total grant paid has been expended on the approved project;
- 4 the project has been adequately insured to protect the interests of the School and the Australian Government.

Signature _____ **Dated**

Accountant's Qualifications

For example, CPA, CA, NIA, or if registered company auditor or public accountant, the relevant Act and registration number. Refer to paragraph 2 of the explanatory notes for the definition of a qualified accountant.