

PAYMENT, ACQUITTAL AND RECOGNITION OF GRANTS FOR CAPITAL PROJECTS

Capital Grant Programs	Payment and Acquittal Document Requirements	Opening Ceremony Requirements	Invitation to Opening	Plaque/Acknowledgement Requirements
Australian Government ❖ <i>Capital Grants Program (CGP)</i>	For payment: <ul style="list-style-type: none"> As per schedule of payments provided in the grant information letter. For acquittal: <ul style="list-style-type: none"> Final Certificate by an External Approved Accountant. (NB- <i>Where both Aust./State Govt grants exist, a joint acquittal document will be completed</i>). Architect's/Supervisor's Statement. 	<ul style="list-style-type: none"> Arrange for recognition of funding within 7 months of physical completion, unless otherwise agreed by the Commonwealth: <ul style="list-style-type: none"> Where the Commonwealth contribution is equal to or exceeds \$100,000, irrespective of the year of approval. Where the school or Commonwealth requests an opening. Submit an invitation proposing 3 possible dates via the school openings inbox: schoolopenings@education.gov.au 	<ul style="list-style-type: none"> Minister (inc. invitation to speak) and BGA officers. Must be given 2 months notice. 3 possible dates within the invitation must not coincide with Parliamentary sitting days. 	<ul style="list-style-type: none"> Install plaques on all completed projects, irrespective of cost, which acknowledge Commonwealth funding. Where the project is opened by a Commonwealth representative, the name of the person must appear on the plaque. Acknowledge funds received in all announcements and other publicity where Commonwealth funds have been contributed.
State Government ❖ <i>State Capital Assistance Scheme (SCAS) (inc. Capital Assistance Supplementary Scheme [CASS])</i>	For payment: <ul style="list-style-type: none"> Statutory Declarations as per milestones (in terms of project value) listed within the Agreement. Evidence of project related expenditure, as requested. For acquittal: <ul style="list-style-type: none"> Architect's/Supervisor's Statement (NB- <i>for M'stone 3 payment</i>). Final Certificate by an External Approved Accountant. 	<ul style="list-style-type: none"> Unless otherwise advised by the State Government, there must be an official opening ceremony of facilities where the State has contributed \$500,000 or more to a project. Advise SCAS officers via the e-mail address: education@ministerial.qld.gov.au 	<ul style="list-style-type: none"> Minister (inc. invitation to speak) and BGA officers. Must be given 3 months notice. 	<ul style="list-style-type: none"> Acknowledge State funding on building plaques where the State has contributed \$100,000 or more to a project. Recognition of the source of the funding is to be provided in any publicity associated with the project, including the plaque.
State Government ❖ <i>External Infrastructure Subsidy Scheme (EIS)</i>	For payment: <ul style="list-style-type: none"> Statutory Declaration at 100% completion (in terms of project value). Evidence of payment/s and payment/s dates. For acquittal: <ul style="list-style-type: none"> Final Certificate by an External Approved Accountant. 	<ul style="list-style-type: none"> If there is to be an official opening ceremony, the Minister or his representative must be invited to attend. Advise SCAS officers via the e-mail address: education@ministerial.qld.gov.au 	<ul style="list-style-type: none"> Minister (inc. invitation to speak) and BGA officers. Must be given 3 months notice. 	<ul style="list-style-type: none"> Recognition of the source of the funding is to be provided in any publicity associated with the project.