

Cancer Council Queensland Research Project Grants Guidelines for Financial Statements

The Administering Institutions of Cancer Council Queensland Research Project Grants must submit an Income and Expenditure Statement in respect of the funded project, by 31 January 2016. Statements should be certified by the appropriate, authorised person within the Administering Institution (ie Chief Financial Officer), to the effect that the research specified in the grant has been performed, and that the money has been expended solely upon the research project for which it was requested.

For example:

Financial Statement for the period 1 January 2015 to 31 December 2015			
Project:	<i>Project title</i>		
Reference:	<i>NHMRC ID</i>		
Chief Investigator	<i>Researcher's name</i>		
	\$	\$	
Cash balance as at 1 January 2015			xxx
Funds received:			
1 Mar 2015 Invoice no xxx	xxx		
1 Jun 2015 Invoice no xxx	xxx		
1 Sep 2015 Invoice no xxx	xxx		
1 Dec 2015 Invoice no xxx	xxx		
		Total	xxx
Funds available:			xxx
Expenditure:			
Maintenance	xxx		
Travel	xxx		
Salaries (<i>these are examples only</i>)	xxx		
		Total	xxx
Cash balance as at 31 December 2015			xxx
<i>Signature of appropriate, authorised person</i>			