

Indigenous Student Success Program 2019 Financial Acquittal

Organisation

1. Financials – income and expenditure

Table 1a ISSP income available to support Indigenous students in 2019 (excluding GST)¹

| Item | (\$) |
|--|------|
| A. ISSP Grant | |
| ISSP Grant 2019 (flexible component) | |
| ISSP Grant 2019 for preserved scholarships | |
| <i>Subtotal ISSP Grant</i> | |
| B. Other ISSP Related Income | |
| Rollover of ISSP funds from 2018 | |
| Interest earned/royalties from ISSP funding | |
| Sale of ISSP assets | |
| <i>Subtotal other ISSP related income</i> | |
| Grand total | |

Table 1b Other funding available to support Indigenous students in 2019 (excluding GST)²

| Item | (\$) |
|--|------|
| A. Other non-ISSP funds | |
| Other funding provided under HESA ³ | |
| Other Commonwealth Government funding | |
| Funds derived from external sources ⁴ | |
| Total of other non-ISSP funds | |

Table 1c Expenditure on support for Indigenous students during 2019 (excluding GST)⁵

| Item | Actual ISSP (\$) ⁶ | Estimate other funds (\$) ⁷ | TOTAL (\$) ⁸ |
|--|-------------------------------|--|-------------------------|
| Preserved scholarships | | | |
| “New” scholarships from flexible ISSP funding | | | |
| Teaching and learning ⁹ | | | |
| Salaries for staff working on ISSP activities ^{10 11 12} | | | |
| Administration for staff working on ISSP activities ¹³ | | | |
| Travel – domestic (airfares, accommodation & meals) | | | |
| Travel – international (airfares) | | | |
| Travel – international (accommodation and meals) | | | |
| Conference fees and related costs ¹⁴ | | | |
| ISSP Asset purchases made during 2019 ¹⁵ | | | |
| Other | | | |
| A. Total Expenditure 2019 | \$ | \$ | \$ |
| <i>B. Unexpended 2019 ISSP funds approved for rollover into 2020 grant year</i> | | | |
| 2019 ISSP funding committed (A + B) | | | |
| <i>D. Other unexpended 2019 ISSP Funds to be returned to PM&C¹⁶</i> | | | |
| <i>C. Unexpended 2019 preserved scholarships funds to be returned to PM&C</i> | | | |

2. Rollovers

Table 2 Rollovers agreed

| | Rolled over (\$) (A) | Expended/committed ¹⁷ (\$) (B) | Excess to be returned to the Department ¹⁸ (C) (C = A – B) |
|--|----------------------|---|---|
| 2018 funds rolled over into 2019 | | | |
| 2019 funds agreed for rollover into 2020 | | | |

Please provide details of rollovers outlined in Table 1d above:

- the expenditure of 2018 ISSP funds rolled over into 2019.
- progress towards expenditure of 2019 funds rolled over into 2020.

[Please delete this box if no roll-over was agreed]

3. Goods and Services Tax

Table 3 Goods and Services Tax (GST) paid under ISSP - 1 January – 31 December 2019¹⁹

| | | |
|---|---------------------|---------------------|
| 1. GST received by you in 2019 as part of the Indigenous Student Success Program funding under the <i>Higher Education Support Act 2003</i> ²⁰ | | \$ |
| 2. GST remitted or committed for payment to the Australian Taxation Office (ATO) (in the remittance instalments shown below) ²¹ | | \$ |
| Amount remitted: \$ | Amount remitted: \$ | Amount remitted: \$ |
| Date remitted: / / | Date remitted: / / | Date remitted: / / |

4. ISSP Assets

Table 4a ISSP Assets inventory²²

| Asset Description/ category | Adjustable Value | ISSP contribution |
|-----------------------------|------------------|-------------------|
| | | |
| | | |

Table 4b ISSP Assets - acquisitions and disposals during 2019

| Asset Description/ category | Acquisitions Purchase Value | Disposals/ Sale Price | Disposals Average Age |
|-----------------------------|--------------------------------|--------------------------|--------------------------|
| | | | |
| | | | |

5. Endorsement of the Financial Acquittal²³

Financial Acquittal supported and initialled by:

(Print name of relevant officer)

(Print position title)

(Signature and date)

Telephone contact: _____ E-mail: _____

INDIGENOUS STUDENT SUCCESS PROGRAMME 2019 CERTIFICATION

Complete this certification after reading the completed 2019 Performance Report and 2019 Financial Acquittal for the Indigenous Student Success Programme.

I certify that:

- (i) the Institution has met the eligibility requirements of the Indigenous Student Success Programme as set out in guidelines and the *Higher Education Support Act 2003*; and
- (ii) the 2019 Indigenous Student Success Programme Performance report presents an accurate summary of the Institution's use of program funds and of other activities undertaken by the Institution to improve Aboriginal and Torres Strait Islander student and staff outcomes; and
- (iii) the 2019 Indigenous Student Success Programme financial acquittal represents a complete, true and correct summary of transactions that took place during 2019 under the Indigenous Student Success Programme; and
- (iv) Indigenous Student Success Programme Funds and any interest earned or royalties/income derived from these Funds was expended on activities consistent with the Indigenous Student Success Programme guidelines and the *Higher Education Support Act 2003*.

I understand that:

- (i) the Minister or the Minister's delegate may seek further information to support this certification; and
- (ii) in the event that I have not remitted GST paid under the Agreement to the Australian Taxation Office, that it is my obligation to remit those amounts, as required under the *A New Tax System (Goods and Services Tax) Act 1999*; and
- (iii) it is an offence under the *Criminal Code Act 1995* to provide false or misleading information.

Certification recommended by university's Indigenous Governance Mechanism:

Name:

Title:

Signed: Date:

Certification made by Vice-Chancellor or equivalent delegate:

Name:

Title:

Signed: Date:

Additional information for completing the template

- ¹ The financial tables have a dual purpose of itemising actual income and expenditure associated with the ISSP in 2019 as well as estimating other funds and expenditure supporting Aboriginal and Torres Strait Islander students at the university. ISSP supplements the support the institution should already be providing to Indigenous students and the third column below helps us recognise the commitments your institution is making to lift and sustain Aboriginal and Torres Strait Islander student outcomes. Please feel free to add additional “item” lines as required.
- ² Please estimate the funds available.
- ³ Please include funding provided under the Commonwealth Grants Scheme and Higher Education Participation and Partnerships Program.
- ⁴ Examples of other funding are philanthropic donations, other student payments, business income etc.
- ⁵ Where applicable, figures provided in this table must be consistent with the figure provided in the institution’s 2019 Performance Report.
- ⁶ List the expenditure of the income listed in Table 1a above.
- ⁷ List the expenditure of the income listed in Table 1b above.
- ⁸ Sum ISSP expenditure and other funds expenditure.
- ⁹ Estimate expenditure on Indigenous students for teaching and learning across all faculties. This may be a pro-rata of Commonwealth Grants Scheme funding.
- ¹⁰ If the staff member works on non-ISSP specific activities (for example, mainstream tutoring or lecturing), only record the pro-rata amount that reflects the amount of time the staff member worked on ISSP-specific activities.
- ¹¹ Include expenditure on salaries for staff that provide tutorial assistance.
- ¹² May include pro-rata expenditure on salaries for staff time spent monitoring and recording tutoring and student withdrawals.
- ¹³ This could include minor equipment, consumables and other non-staff costs associated with administering ISSP activities, but cannot include contributions to savings or corporate dividends. If the staff member works on non-ISSP specific activities (for example, entering student data for non-Indigenous students), only record the pro-rata amount that reflects the amount of time the staff member worked on ISSP-specific activities.
- ¹⁴ Costs may include, but are not limited to, registration fees, presentation fees, equipment costs etc.
- ¹⁵ Assets are defined in the *Indigenous Student Assistance Grants Guidelines 2017*, and are items that have an individual value of \$5,000 or more.
- ¹⁶ Include unspent 2018 funds that were rolled over into 2019 but were not expended during 2019 (ie the amount recorded in Table 2, column C).
- ¹⁷ For 2018 funds rolled into 2019, the amount included here should be the amount expended in 2019. For 2019 funds agreed for rollover into 2020, the amount recorded here should be the amount of the funding that has been committed for expenditure in 2020.
- ¹⁸ This amount should be included in the total unspent 2019 amount listed in Table 1c, Section D.
- ¹⁹ If GST is not paid to you, do not complete the table in section 3. If GST is paid to you, the amount of GST funding included in each payment is set out in a Recipient Created Tax Invoice (RCTI) issued to you at the time of the payment. State whether these amounts have been remitted to the Australian Taxation Office (ATO) or committed for payment to the ATO.
- ²⁰ This amount is stated on your Recipient Created Tax Invoices (RCTIs).
- ²¹ This amount is stated on your Recipient Created Tax Invoices (RCTIs).
- ²² Record assets acquired using ISSP funding prior to 2019.
- ²³ If the organisation is subject to audit by an Auditor-General of the Commonwealth or State or Territory government this authorisation should be signed by the Chief Financial Officer or an executive officer with primary responsibility for the organisation’s internal audit function. If the organisation is not normally subject to audit by an Auditor-General, then the organisation’s auditor should sign this authorisation.