

INDIGENOUS STUDENT SUCCESS PROGRAMME – 2018 Financial Acquittal

Organisation

James Cook University

The following tables have a dual purpose of itemising actual income and expenditure associated with the ISSP in 2018 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.

1. Income (excluding GST)

Item	Actual ISSP (\$)	Estimate other funds (\$)	TOTAL (\$)
ISSP Grant 2018	3,291,388	-	3,291,388
Rollover of funds from previous year Email approval date:/....../2017	-	-	-
Interest earned/ royalties	-	-	-
Sale of assets	-	-	-
(include other categories as appropriate e.g. HEPP for other funds)	-	-	-
A. Total Income 2018	\$3,291,388	\$Nil	\$3,291,388

2. Expenditure (excluding GST)

Item	Actual ISSP (\$)	Estimate other funds (\$)	TOTAL (\$)
Salaries (refer schedule A)	2,148,661	1,305,415	3,454,076
Casual Salaries (refer schedule B)	349,328	-	349,328
Administration	-	-	-
Travel – domestic	29,110	79,227	108,337
Travel – international	-	-	-
ISSP Asset purchases	-	-	-
Conference fees and related costs	-	-	-
Rollover of funds for approved activity ^	-	-	-
Non-capital equipment	717	-	717
Other:	-	411,935	411,935
Parking and transport fees	138	-	138
Contractors expenses	829	-	829
Fuel - vehicles	301	-	301
Marketing and advertising	18,392	-	18,392
Office consumables	6,589	-	6,589
Scholarships	637,752	-	637,752
Staff amenities	403	-	403

Subscriptions and memberships	11,526	-	11,526
Telephone expense	474	-	474
Workshop and meeting expenses	85,977	-	85,977
Internal charge	1,191	-	1,191
Total Expenditure 2018	\$3,291,388	\$1,796,577	\$5,087,965
<i>C. Unexpended funds PM&C agreed to rollover</i>	-		
<i>D. Unexpended Funds to be returned to PM&C</i>	-		
B. E. TOTAL ISSP Funding use (B+C+D)	\$3,291,388		

Note: A-E must equal zero

^ Please provide a note on the progress of activity agreed under a roll over.
Please delete this box if no roll-over was agreed.

3. Goods and Services Tax (GST) paid under ISSP - 1 January - 31 December 2018

- If GST is not paid to you, *do not complete the table in this 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.

1. If applicable, GST received by you in 2018 as part of the Indigenous Student Success Programme funding under the <i>Higher Education Support Act 2003</i> . This amount is stated on your Recipient Created Tax Invoices (RCTIs).	\$
2. If applicable, GST remitted or committed for payment to the Australian Taxation Office (ATO) (in the remittance instalments shown below)	\$
Amount remitted: \$	Amount remitted: \$
Date remitted: / /	Date remitted: / /
	Amount remitted: \$
	Date remitted: / /

4. ISSP Assets summary (only a requirement for assets over \$5000- see clause 16 of guidelines)

Asset Description/ category	Adjustable Value	ISSP contribution

4a ISSP Asset - acquisitions and disposals summary

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

5. Financial Acquittal supported and initialled by:

Mark Phillips

(Print name of relevant officer)

Financial Accountant

(Print position title)



Mark Phillips
c/o Mark Phillips, or James Cook
University, or Financial
Accountant,
email: mark.phillips@jcu.edu.au,
c=AU
2012.04.08.08.53.72.11000

(Signature and date)

Telephone contact: (07) 4781 5612 E-mail: mark.phillips@jcu.edu.au

Note:

- 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.

INDIGENOUS STUDENT SUCCESS PROGRAMME – 2018 CERTIFICATION

Complete this certification after reading the completed 2018 Performance Report and 2018 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 2018 Indigenous Student Success Programme Performance report presents an accurate summary of the Institution’s use of programme funds and of other activities undertaken by the Institution to improve Aboriginal and Torres Strait Islander student and staff outcomes; and
- (iii) the 2018 Indigenous Student Success Programme financial acquittal represents a complete, true and correct summary of transactions that took place during 2017 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:

Name:
Title:

Signed: Date:

Certification made by Vice-Chancellor or equivalent delegate:

Name:
Title:

Signed: Date:

Tricia Brand
Deputy Vice Chancellor
Services & Resources
Tricia Brand
cn=Tricia Brand, o=JCU, ou=Services
and Resources,
email=tricia.brand@jcu.edu.au, c=AU
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