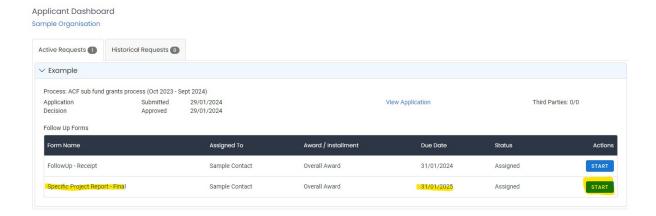


How to submit a Grant Acquittal Report

You are required to submit a Grant Acquittal Report via our Grants Portal 12 months after receiving funding. Log in to Grants Portal with your email address and password here: grantinterface.com.au/Home/Logon?urlkey=australiacf

Step 1. Once logged in to the online grant portal, you will be on the Applicant Dashboard. See your Active Requests, you will find the form 'General Purpose Report' or 'Specific Project Report'. Click on the blue 'START' link to complete and submit.



Step 2. You can either upload a report in another format or complete the fields provided in the form. Please upload existing reports using 'Upload a file' button **or** complete the report questions.



Step 3. Click on 'Submit Follow Up'.