

Start Strong for Community Preschools and Mobile Preschool Funding Program

2024 Financial Accountability Statement

Service Provider	Example Pre-School Inc.
Funding Specification	Example Pre-School

Part 1: Fee Relief Payment

INCOME	Amount (\$) Ex GST
Fee Relief Payments	\$84,400.00
Reserved fee relief funds (must be calculated before proceeding) The reserved fee relief amount can be determined by calculating the difference between funding provided and the actual number of families accessing fee relief at your service. Please read Section 2.1 of the Financial Accountability Return Guide for further information. This amount should not be included in your expenditure below.	\$8,440.00
TOTAL ADJUSTED INCOME	\$75,960.00

Funding used to reduce fees/expenditure must be in accordance with the Fee Relief Payment Spending Rules of the relevant program guidelines.

FUNDING USED TO REDUCE FEES / EXPENDITURE	Amount (\$) Ex GST
1. Amount used to reduce eligible children's daily fees for up to 600 hours per year	\$64,000.00
2. Amount used to reduce the cost of additional charges to families accessing fee relief	\$3,560.00
3. Any remaining funds were then used to:	
a. reduce enrolment costs above 600 hours per year (e.g. 'third day' fees); or	\$3,400.00
b. reduce daily fees for 600 hours per year for eligible children not accessing fee relief at the service (e.g. children of families with greatest need); or	\$0.00
c. # reduce service's operating expenses in accordance with Program Payment Spending Rules of the relevant program guidelines (please provide details in the additional information box below).	\$5,000.00
TOTAL FUNDING USED TO REDUCE FEES/EXPENDITURE	\$75,960.00
FEE RELIEF BALANCE – (SURPLUS OR DEFICIT)	\$00.00

Note: # This amount will be automatically deducted from operating expenses in Part 2 Program Payment below.



ADDITIONAL INFORMATION ON SURPLUS FUNDS AND/OR FURTHER COMMENTS ON HOW FUNDS WERE SPENT

We had two less enrolments claiming fee relief at the service

We used surplus fee relief towards wages

Fee Relief Declarations

I confirm that fee relief in the form of a reduction to fees has been passed on to families in accordance with the Fee Relief Payment Spending Rules of the relevant program guidelines.

The below declaration is only applicable for Start Strong for Community Preschools

I confirm signed fee relief declaration forms have been received for each child as per the Start Strong For Community Preschools Program Guidelines.

Part 2: Program Payment

INCOME	* DOE Funds Amount (\$) Ex GST	* Non-DOE Funds Amount (\$) Ex GST
Program Payments	\$450,000.00	
Total Fee Income		\$48,540.00
Fundraising and donations		\$5,000.00
Grant funding from other sources (don't include other DOE program funding)		\$40,000.00
Sale of assets		\$0.00
Other income (don't include other DOE program funding)		\$30,000.00
Surplus carried forward from prior years financial accountability statement (DOE funds column will be automatically pre-filled)	\$0.00	\$5,000.00
TOTAL INCOME	\$450,000.00	\$128,540.00

* For assistance in completing these fields, please refer to the [Financial Accountability Return Guide](#).

EXPENDITURE	* DOE Funds Amount (\$) Ex GST	* Non-DOE Funds Amount (\$) Ex GST
Salaries and wages: service delivery staff	\$340,000.00	\$120,140.00
Salaries and wages: administration and management staff	\$0.00	\$0.00
Support capability uplift of early childhood teachers and educators through professional development and further study	\$3,000.00	\$0.00
Reduce non-fee related barriers that families face when accessing quality preschool	\$2,000.00	\$2,300.00
Operating Costs	\$100,000.00	\$6,000.00
Depreciation	\$0.00	\$0.00
Asset / Capital acquisitions (one-off or capital grants only)	\$0.00	\$0.00
Loss on sale of assets	\$0.00	\$0.00
Other expenses (don't include other DOE programs expenses)	\$0.00	\$0.00
# Less funds used for operating expenses from Fee Relief Payment above	- \$5,000.00	\$0.00
TOTAL EXPENDITURE	\$440,000.00	\$128,440.00
PROGRAM PAYMENT BALANCE (SURPLUS OR DEFICIT)	\$10,000.00	\$ 100.00

Part 3: DOE Funding Surplus Overview and Declaration

Note: This part is not applicable to Mobile Preschool Funding Program.

SURPLUS (DOE Funding)	Amount (\$) Ex GST
Part 1 FEE RELIEF BALANCE (excluding reserved fee relief funds)	\$0.00
Part 2 PROGRAM PAYMENT BALANCE	\$10,000.00
TOTAL SURPLUS	\$10,000.00
Service Total Program Surplus Percentage Calculation	2.22%

Surplus Thresholds and Options for Providers (If there is a surplus please Select A or B)

A. I understand that the surplus is **below 10% or \$30,000** of the annual Start Strong for Community Preschools program funding, and I confirm (tick one option only)



I want to carry surplus over into the next reporting period and expend the surplus in accordance with the spending rules outlined in the Start Strong for Community Preschools Program Guidelines. Or



I want to return the surplus to the department.

B. I understand that the surplus is **above 10% or \$30,000** of the Start Strong for Community Preschools annual program funding, and I confirm (tick one option only)



I have applied to the department to retain all surplus for operational needs, as per Surplus and Refunds section of the Start Strong for Community Preschools Program Guidelines. (See [Section 2.3.1](#) "Surplus Thresholds and Options for Providers" of the [Financial Accountability Return Guide](#) to complete the surplus application)



I want to retain the surplus amount below 10% or \$30,000 and return the surplus amount above the 10% or \$30,000 threshold.



I want to return all the surplus funding.

ADDITIONAL INFORMATION ON SURPLUS FUNDS AND/OR FURTHER COMMENTS ON HOW FUNDS WERE SPENT

We used surplus fee relief towards our salaries and wages

We wish to retain surplus program funds towards a future capital project

2024 Financial Attachments

Documents required for Tier-1 organisations	Document Included
Audited Financial Statements (including audit certificate) *	☒
Income and Expenditure Statement *	☒
Any other supporting document e.g. AGM Minutes	☒

I acknowledge that I have completed all the financial accountability statement requirements as detailed, which are by virtue of this statement to be contractually binding upon our organisation.

By submitting this financial accountability statement, I am confirming that all funds have been spent in line with the Funding Agreement (Terms and Conditions and Program Guidelines).

I acknowledge that I have completed the Funding Surplus Overview and Declaration, if it applies to our organisation. I acknowledge that any unspent funds are to be returned to the department in line with the Funding Agreement. Documentation to support expenditure in the financial accountability statement is retained by the service.

I am aware that the department may undertake an audit of the service in relation to these funds, and may request that supporting documentation be provided by the service.

Submitted by

Date