

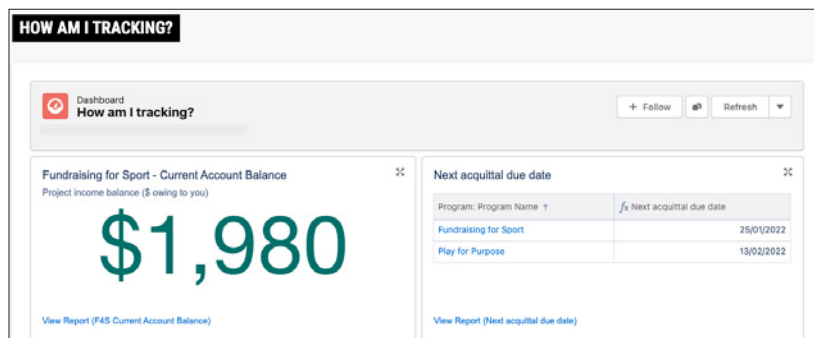
# GRANT PAYMENTS

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# HOW CAN I CHECK MY ASF ACCOUNT BALANCE?

You can check how much is owing to you at any time by logging into the [ASF platform](#). On the Home page, there is a **How Am I Tracking** section, and one of the displays is a Current Account Balance.



**TIP: If the balance is less or more than you were anticipating, click on the Refresh button to ensure you're viewing the most up-to-date information.**

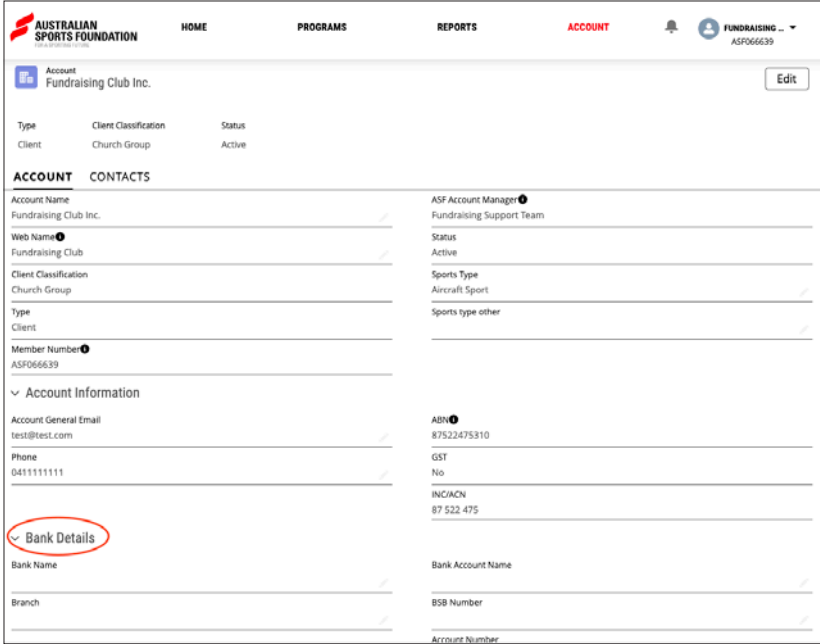
# HOW CAN I ACCESS THE MONEY I'VE RAISED?

This is an automatic process, so you don't need to do anything. Generally we pay out donations via twice-monthly grant payments, as per the following schedule:

- Donations processed 1<sup>st</sup> — 15<sup>th</sup> of the month will be paid out on the last working day of that month; and
- Donations processed 16<sup>th</sup> — last day of the month will be paid out on the 15<sup>th</sup> of the following month.

# CAN I REVIEW/EDIT BANK ACCOUNT DETAILS FOR MY PAYMENTS?

Yes, this can be done in the **Account** section of the ASF platform.



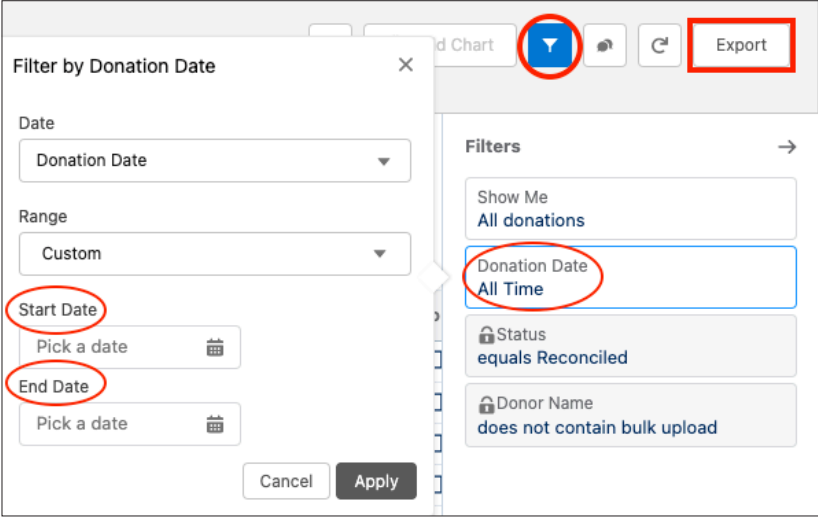
# HOW DO I KNOW IF A PAYMENT HAS BEEN MADE TO MY BANK ACCOUNT?

Each time we make a payment, all contacts with a login to the ASF platform will be sent an email notification. You can review details in the **Payments** section of the platform.

FUNDRAISING FOR SPORT					
		<b>CURRENT BALANCE</b> <b>\$1,979.81</b>	<b>TOTAL DONATIONS</b> <b>\$2,302,798.84</b>		
		<b>TOTAL GRANT PAYMENT</b> <b>\$2,300,819.03</b>			
Projects	<b>Payments</b>	Acquittals	Audits		
GRANT	GRANT TYPE	DATE GRANTED	GRANT PERIOD START	GRANT PERIOD END	TOTAL GRANTED
GNT-007079	Standard	12/06/2019	01/05/2019	31/05/2019	\$9,379.96
GNT-007514	Standard	08/07/2019	01/06/2019	30/06/2019	\$118,187.67
GNT-007816	Standard	07/08/2019	01/07/2019	31/07/2019	\$4,026.95
GNT-008028	Standard	09/09/2019	01/08/2019	31/08/2019	\$4,012.70

# HOW CAN I TELL WHAT DONATIONS WERE INCLUDED IN A PAYMENT?

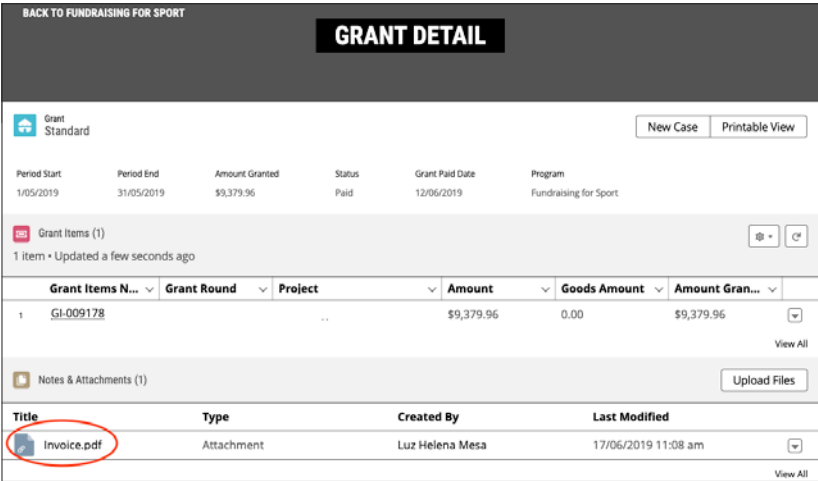
Each payment we make to your account will be recorded in the ASF platform, including a start and end date. These dates can be used to create a donation listing in the [Reports](#) section of the platform.



**TIP: only reconciled donations are included in a grant payment, so use 1a. Donations Report (Reconciled).**

# DOES THE ASF INCLUDE GST IN PAYMENTS?

Our payments are a taxable supply, so if your organisation is registered for GST we will add 10% when remitting funds to your bank account. GST registered organisations will find a recipient created tax invoice (RCTI) in the **Payments** section of the ASF platform. This will help in passing on the GST portion of ASF payments to the ATO.



# ARE THERE ANY CIRCUMSTANCES WHEN I WOULDN'T RECEIVE A PAYMENT?

We may hold payments if you have breached the terms of our agreement or if you have failed to complete an acquittal/expenditure report or audit on time. In either circumstance we would hold the funds for your project/s and work with you to fix the issue, so you could be eligible to receive ASF payments again as soon as possible.