



**Australian Government**  
**Defence**

# **Community Support Coordination Program**

## **End of Year Report**





## Section 1 – Organisation Details

<b>Defence Community Group [DCG] (name)</b>	
<b>Preferred Contact (name and committee position)</b>	
<b>Preferred Contact Number</b>	
<b>Preferred Email</b>	
<b>Current Coordinator (if applicable)</b>	

## Section 2 – Finance Details (full financial year)

<b>Total funds awarded</b>	
<b>Total funds spent (salary + tax + superannuation)</b>	
<b>Total Variance (awarded – spent)</b> *Amount to be returned to Department	
<input type="checkbox"/> To ensure correct reconciliation and correct end of financial year balancing please ensure to <b>attach a payroll summary for 1 July 2023 – 30 June 2024</b> . The summary must include value of payments, tax deductions and superannuation contributions (examples include MYOB, QuickBooks/One Touch payroll system printout)	

## Section 3 – End of Year Evaluation

<p><b>1. The overall objective of the CSCP is to strengthen Defence community groups, provide greater stability and communication networks. Please indicate which of the below objectives your organisation and coordinator have met.</b></p>
<ul style="list-style-type: none"> <li><input type="checkbox"/> Working in collaboration with other Defence community groups, community-based services and networks to develop programs and strategies that promote the health and wellbeing of Defence families, achieving a coordinated response to community need.</li> <li><input type="checkbox"/> Offering governance and compliance support for the coordinators and the committees that employ them, along with networking and training opportunities.</li> <li><input type="checkbox"/> Support the development of a diverse range of volunteer opportunities, building human resource and governance structure support for committees and their community organisation.</li> <li><input type="checkbox"/> Facilitating and strengthening partnerships with the community and other local and regional stakeholders to ensure that all voices are heard, including those that are harder to reach, in order to provide more responsive, diverse and coordinated services for Defence families.</li> </ul>

**2. The desired outcome for the CSCP is to create a community asset attractive to Defence families, coordinators and committees that employ them. Please indicate which of the below desired outcomes you believe your organisation and coordinator have met.**

- A strengthened and socially connected inclusive Defence community that is supported by a highly professional organisation driven by a well-supported committee.
- Improved sense of belonging, identity and integration for families within the Defence and local community.
- Sustainable and vibrant community organisations operating efficiently and effectively delivering community driven programs and activities for individuals, partners and families.
- Increased volunteer awareness and participation through the promotion of a diverse range of volunteer options to foster and build community participation and engagement.
- Developed partnerships across various sectors to maximise the effectiveness of delivering a greater range and better community services for Defence families.
- An appropriately governed community organisation that can address clearly defined needs of Defence families and evaluate community driven programs effectively.

**3. Is there anything else you would like to share in this report?**



### Section 3 - Committee Details

If any changes have been made to your committee structure since previous communication please provide details below:

Committee Position	Previous Name	Current Name

### Section 4 – Declaration

We declare that:

- The information given on this form is true and accurate;
- We have attached a full FY2023-24 payroll summary;
- All financial records associated with CSCP funding must be maintained and made available when requested by the program for a minimum period of seven years;
- We acknowledge that DMFS can withdraw funds at any time.

<b>Supervisor</b> Name:	<b>Signature:</b>	<b>Date:</b>
<b>President/Vice President</b> Name:	<b>Signature:</b>	<b>Date:</b>

Please return this signed form via email to [defence.communitygrants@defence.gov.au](mailto:defence.communitygrants@defence.gov.au) **no later than 31 July 2024**. Commencement of FY2024-25 funds cannot be released without this completed document.