

Why We Ask You to Complete Acquittal Reports Each Term

You may wonder why we ask schools to complete an Acquittal Report each term, and what we do with the information once it is submitted.

Acquittal reports are an essential part of the Variety School Breakfast Club as they help us understand the reach, impact and sustainability of the program across Tasmania. The information you provide enables us to:

- Ensure participating schools are meeting the requirements of their funding agreement so we can also fulfill our obligation and meeting the requirement of the State Government funding agreement.
- Verify that funding has been spent appropriately and for its intended purpose.
- Understand the actual number of children participating in the program.
- Determine whether current funding allocations are sufficient and identify where adjustments may be required.
- Measure the impact and effectiveness of the Breakfast Club in supporting students.
- Quantify the valuable contributions made by volunteers, community groups and local businesses.

While we appreciate that completing acquittal reports takes time, accurate data is incredibly important. Information such as daily attendance numbers, expenditure across food groups and community contributions forms the basis of our reporting and funding decisions.

We understand that, at times, acquittal reporting can feel like a compliance exercise. However, estimates, generic responses such as "groceries", or guessed attendance figures do not provide the level of detail required to accurately measure the program's impact. Inaccurate information can affect our ability to advocate for the program and may ultimately negatively influence future funding allocations.

What We Do With This Information

Every acquittal report is reviewed by Variety to ensure that funding allocated to a school aligns with the expenditure reported. Where discrepancies greater than 10% are identified, we may contact the school to seek clarification or supporting information.

The data collected from schools is also aggregated and reported to (DECYP), sponsors and other key stakeholders. This reporting helps demonstrate the value

of the program, supports future funding applications, and ensures funding levels remain appropriate for the needs of participating schools.

By submitting your acquittal reports accurately and on time, you are helping us demonstrate the impact of the Variety School Breakfast Club, secure ongoing funding, and ensure support is directed where it is needed most.

Thank you for your ongoing support and cooperation. We appreciate the additional administrative workload this places on schools, and greatly appreciate the time taken to provide accurate and timely information.