

Drought Preparedness Grants

Final Project Report

V1 26/03/2026

Please complete this Final Project Report and submit to QRIDA with your final payment request.

Section 1 - Applicant details

Applicant name:

Client ID No.:Application No.:

Section 2 - Activity report

Please provide the activity start and end dates below:

Activity start date:

Activity end date:

Was your activity completed in the anticipated timeframe?

Yes

No - If no, please provide comment below.

Please outline how your Drought Preparedness Project/Activity assisted your primary production business to improve its drought resilience.

Was your project completed within budget? If there were cost over runs, what could have been done in the planning stage to minimise this?

Were there any changes to the materials/services budgeted as the project evolved?

Did any unforeseen risks/issues arise throughout the process? If so, how did you resolve these?

Section 3 - Project acquittal and financial certification

I/We confirm that an amount equal to the amount being reimbursed by the Queensland Rural and Industry Development Authority (QRIDA) under my Drought Preparedness Scheme approval has been expended towards the project in accordance with the terms and conditions outlined in the Letter of Offer dated .

AND

- I have provided all completed tax invoices and Evidence of Payment.
- All grant funding expenditure has been spent solely on the project.
- I have met the Project Activity Milestones as outlined in my application.

Section 4 - Declaration and authorisation

I/We certify the information contained in this report is true and correct.

I/We understand that in relation to the Scheme, QRIDA does not assume any common law duty of care towards applicants and will not be liable for any loss or damage however caused (including the negligence of QRIDA), suffered or incurred by applicants in connection with this Scheme or any information provided by QRIDA in relation to this Scheme.

I/We understand that any overpayment will be recovered by QRIDA.

I/We understand that the assistance we have received under this Scheme may be subject to an audit.

I/We have read, understood and agreed to the acknowledgments and consents relating to the protection of my privacy.

Signed on behalf of:

Company name:

ABN/ACN:

Signature authorised personnel 1:	Signature authorised personnel 2:
Name: Position: Date:	Name: Position: Date:

How to submit

Please submit your Final Project Activity Report together with your final payment request to QRIDA by:

Post: GPO Box 211, Brisbane QLD 4001 **Email:** contact_us@qrda.qld.gov.au **Fax:** (07) 3032 0300

Enquiries

Further information on the program is available on the QRIDA website: qrda.qld.gov.au

If you require assistance with completing your request please contact QRIDA on **1800 623 946**.

Privacy

QRIDA recognises that your privacy is important and is committed to protecting the personal information we collect from you. For more information about how we collect, use, disclose and otherwise manage personal information about you, please see QRIDA's privacy policy on its website at qrda.qld.gov.au/privacy. QRIDA also complies with the Human Rights Act 2019 (Qld) when making any decision, including with respect to collection, use and disclosure of personal information.