

Utilisation Certificate Builder

Nonprofit, NGO & Social Sector

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This guide explains what the tool produces, how to use the output, and what to watch for. The actual output (draft/report) is generated on the tool page.

Background

Builds a utilisation certificate (UC) structure — grant details, sanctioned vs utilised, purpose-wise breakdown, unspent and certification — with a supporting statement of expenditure. Use this to certify how funds were used. UC formats vary by funder; use the required format and get sign-off.

Purpose of this tool & output

Certify how funds were used

How the output is used

Use the builder to certify how funds were used, as many grants and CSR require.

Important cautions

AI-generated structure; UC formats vary by funder, use the required format and get sign-off.

Companion documents

- NGO Financial Management Guide
- Fund Accounting Setup
- Organisational Budget Builder
- Financial Report Builder
- Internal Controls Framework
- Financial Policy Builder

This is AI-assisted guidance. Verify with a qualified professional before any binding decision. Fees, authorities and processes vary by state and change over time — confirm with your state authority.