

Frequently Asked Questions

Who can apply?

Any Council where a graduate student has identified that they will be out of pocket to attend their placement.

What applications will be supported?

The Council will:

- Provide a new short-term graduate student placement for a Commerce related student (Accounting, Finance, Economics, Finance & Trade and Financial Planning).
- Incur additional expenses such as accommodation, travel, training, meals or other incentives required to attract a graduate student placement.
- Share the learnings and successes from the graduate student placement across the local government sector.

What are the type of projects / tasks that a graduate student can do?

Example Projects

- Account mapping – Chart of account exercises / Grants commission alignment
- Accounts Payable Payment terms review
- Finance induction review
- Financial delegations review
- Internal Finance query review
- Review EOM process and suggestions for streamlining to develop EOM reporting on a page for presentation to council
- Sample testing of internal controls and review
- Address recommendations from internal audit reviews
- Annual Business Plan – review our plan against other councils and come up with a new template that addresses legislation and simplified
- Review fees and charges register and check compliance within organisation that we are charging fees as per register (and GST correct treatment)

Example 'Business As Usual' Tasks

Assisting in:

- Reconciliations
- Accounts Payable / receivables
- Journals
- Preparation and distribution of monthly financial reports / variance analysis & performance analysis and commentary
- Fixed Assets & Capital Project database Management
- Cashflow Reporting
- Preparation and audit of annual financial statements and external reports to stakeholders
- Policy research

What are the steps to applying?

1. Determine the type of projects / tasks you would like the graduate student to undertake during their placement
2. Contact a University for graduate student placement details. – UniSA placement details can be found [here](#).
Contact Daryl McMahon, Partner Engagement Manager: Internships to find out more:
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3. Determine out of pocket costs and apply for a grant – [click here](#)

Who can I talk to about this grant program?

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