



COMMUNITY DEVELOPMENT FUNDS
MAPOON ABORIGINAL SHIRE COUNCIL
NEW MAPOON ABORIGINAL CORPORATION
APPLICATION FORM

Before completing this form you should read the **“Northern Sub-Regional Trust 2018 Grant Funding Guidelines”**. You **must** also meet the eligibility criteria on Page 4 of the Guidelines. Please ensure the entire application is completed.

If you have any queries or need assistance to complete this form please contact the Finance Grants Officers (see contact details below).

When completed please return to the:

Finance Grants Officer
Western Cape Communities Trust
PO Box 106
Weipa Qld 4874
Phone: (07) 4069 7945
Fax: (07) 4069 9947

Email: fgo1@westerncape.com.au or fgo2@westerncape.com.au

NAME OF APPLICANT: _____

APPLICATION MUST BE RETURNED BY: ____ / ____ / ____

NEXT SCHEDULED NORTHERN SUB-REGIONAL TRUST BOARD MEETING: ____ / ____ / ____

LATE APPLICATIONS WILL NOT BE CONSIDERED UNTIL THE NEXT NORTHERN SUB-REGIONAL TRUST DIRECTORS BOARD MEETING



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1. APPLICANT DETAILS

Name of Applicant: _____

Street Address: _____

Postal Address: _____

Phone Number: _____

Email (if available): _____

2. NOMINATED CONTACT

You may wish to nominate a person who can be contacted on your behalf in regards to your application. This person must be acquainted with the details of your application.

Name of Contact: _____

Phone Number: _____

Email (if available): _____



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3. FUNDING AVAILABLE

The Northern Sub-Regional Trust supports community development projects that benefit individuals and families as well as the physical infrastructure that is, or could be available to the Community.

Funding will be provided to the Mapoon Aboriginal Shire Council and NPARC on behalf of the New Mapoon Community or the New Mapoon Aboriginal Corporation to plan for, deliver and maintain such community infrastructure in the Shire of Mapoon and the Community of New Mapoon.

The Mapoon Aboriginal Shire Council has been allocated \$250,000 for the 2018 calendar year.

Terms and Conditions

1. The Mapoon Aboriginal Shire Council must apply for grants that meet charity guidelines.
2. Funding will be allocated against Council's Capital Works, Community or Town Plan.
3. Funding must be used in the respective calendar year and will not be rolled over until the next year unless a request for an extension is submitted prior to the end of the respective calendar year. Any requests for an extension will be considered on a case by case basis.
4. Funding must be acquitted in the Sub Trust meeting following the event.
5. The Mapoon Aboriginal Shire Council **must** have unqualified audits to be eligible to receive funding.
6. Funding **cannot** be used to start businesses.
7. Funding **cannot** be used for operating expenses such as rent and electricity.
8. Applicants must publicly acknowledge the Northern Sub-Regional Trust for its sponsorship and funding support using the NSRT Board approved signage.
9. The cost of supply and installation of the sign is to be included in the overall project budgeted amount.



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The New Mapoon Aboriginal Corporation has been allocated \$250,000 for the 2018 calendar year.

Terms and Conditions

1. New Mapoon Aboriginal Corporation / Northern Peninsula Area Regional Council must complete an application form to access funding and applications must meet the charity guidelines.
2. Funding will be allocated against the New Mapoon Community Capital Works, Community or Town Plan.
3. Funding must be used in the respective calendar year and will not be rolled over until the next year unless a request for an extension is submitted prior to the end of the respective calendar year. Any requests for an extension will be considered on a case by case basis.
4. Funding must be acquitted in the Sub Trust meeting following the event.
5. The Council / Corporation **must** have unqualified audits to be eligible to receive funding.
6. Funding **cannot** be used to start businesses.
7. Funding **cannot** be used for operating expenses such as rent and electricity
8. Applicants must publicly acknowledge the Northern Sub-Regional Trust for its sponsorship and funding support using the NSRT Board approved signage.
9. The cost of supply and installation of the sign is to be included in the overall project budgeted amount.

You must agree to the Terms and Conditions listed above for this application to be forwarded to the Northern Sub-Regional Trust Board of Directors for consideration. Your signature is to be recorded on the last page of this application.



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4. FUNDING REQUESTED

*In the box below, please provide a detailed description of the community development project **and** how it will benefit the community members of the Mapoon Shire and New Mapoon Community. (Please attach further paper if there is not enough space provided below)*

<p>Please provide details of how this funding will be used? (eg planning, delivery and/or maintenance of community infrastructure) Please attached a detailed budget.</p>	<p>Dollar Value</p>
<p>Please provide detailed costings as set against your Capital Works, Community or Town Plan. Also provide details of other funding assistance that has been provided for this project.</p>	



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Please provide details of how this funding will benefit the community members of the Mapoon Shire or New Mapoon Community?

Have you attached a copy of your Capital Works, Community or Town Plan to this application (compulsory)

YES/NO (please circle)

Have you attached a copy of your unqualified audit from the most recent financial year (compulsory)

YES/NO (please circle)

If you answered No to the above 2 questions, please provide a detailed explanation as to why the Capital Works, Community or Town Plan and previous financial year unqualified audit have not been attached.



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5. DECLARATION

I declare that the information I have provided on this form is complete and accurate and that my application meets the Western Cape Communities Trust, Northern Sub-Regional Trust 2018 Grant Funding Guidelines.

I accept and agree to the Terms and Conditions as outlined in this application.

I understand that my application will be considered at the next meeting of the Northern Sub-Regional Trust Board of Directors.

I understand and accept that the Directors decision to approve or not approve this application is final.

I understand that I may be requested to provide additional information.

Signature of Applicant:

**Signature of Contact (if
different from Applicant):**

Date:

_____/_____/_____

What happens after the Directors of the Northern Sub-Regional Trust have considered my application?

Successful Applicants

A letter will be sent confirming the Board Decision and will include details regarding required tax invoice with your designated bank account details for electronic funds transfer.

A copy of the Grant Acquittal Form and Policy will also be sent with this letter.

Unsuccessful Applicants

A letter will be sent confirming the Board Decision and explain why the application was not successful.



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Official Use Only			
Date Application Received: ____ / ____ / ____.		Reference Number:	
Application details MUST be entered on the Grant Funding Spreadsheet.		Date entered: ____ / ____ / ____.	
Total Value (\$) of this application		\$	
Has the applicant applied for Mapoon Aboriginal Shire Council funding or New Mapoon Aboriginal Corporation previously? If yes, provide date: ____ / ____ / ____.		Y	N
Has all previous funding been acquitted? If yes, provide date: ____ / ____ / ____.		Y	N
If NO, application cannot progress and discuss with Finance Manager.			
Letter of Acknowledgement Sent	Y	N	Date sent: ____ / ____ / ____.
Does the application meet the conditions contained in the NSRT 2018 Grant Funding Guidelines?		Y	N
Has the applicant included a copy of the Capital Works, Community or Town Plan		Y	N
Has the applicant included a copy of the unqualified Audited Financials		Y	N
Application approved by the NSRT Board of Directors? Resolution Number:		Y	N
Approval details MUST be entered on the Grant Funding Spreadsheet.		Date entered: ____ / ____ / ____.	
Successful or Non Successful Letter Sent? Date sent: ____ / ____ / ____.		Y	N
Other Comments:			
Acquittal Process			
Acquittal Guidelines Sent	Y	N	Date sent: ____ / ____ / ____.
To whom?			
Acquittal Completed		Y	N