



TRADITIONAL OWNER GROUPS

**TOMBSTONE ASSISTANCE
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 Officer (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: _____

Traditional Owner Group: _____

Name of the Deceased: _____
(if applying for funeral funding)

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 is committed to help with the costs of supporting tombstones for Traditional Owners and partners of the Northern Traditional Owner groups of the WCCCA region.

Funding is available under following categories. Applicants may apply for funding for:

- 1) Tombstones
- 2) Tombstone Feasting
- 3)

3.1 Tombstones

Tombstone funding is capped at a total of \$5,000.00 per tombstone.

Additional funding of \$500.00 will be provided for the preparation of the order of service if being provided by the Western Cape Centre LTD or Nai-Beguta Agama Aboriginal Corporation ONLY.

Terms and Conditions

1. Cash contributions to individuals are not permitted, and payment must be made to service providers/suppliers.
2. Applicants must provide a quote for the tombstone at time of application.

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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3.2 Tombstone Feasting

Applications for feasting are capped at \$1,000 and will be assessed on a case-by-case basis

Terms and Conditions

1. **Funding for feasting can only be applied for once the date of the tombstone opening has been confirmed.**
2. No cigarettes or alcohol are to be purchased with the funds
3. Funding of \$1,000 will be provided for food for feasting
Please note \$500 of the \$1,000 for feasting can be used to purchase fuel for boats for hunting purposes only and payment will be made directly to the service station
4. Cash contributions to individuals are not permitted, and payment must be made to the service providers/suppliers and not to individuals.

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.

4. FUNDING REQUESTED

Please indicate which category of funding you are applying for:

TOMBSTONES.....Go to Page 5

TOMBSTONE FEASTING.....Go to Page 5



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TOMBSTONE AND TOMBSTONE FEASTING

In the box below, please provide some details on the Tombstone assistance required.

<p>Please provide some details on the Tombstone requirements?</p> <p><i><u>Please provide details of who the tombstone is for and their relationship to you</u></i> <i><u>Please ensure you have attached a copy of your quote to this application.</u></i></p>	Dollar Value
<p>Please provide some details on the Tombstone Feasting requirements</p> <p><i>Tombstone feasting can only be applied for once the date of opening has been confirmed.</i></p>	



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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?

Funeral Assistance

Upon receipt of a funeral assistance application the WCCT Finance Team will contact the two Co-ordinating Committee members of the relevant clan group for approval.

Tombstone and Tombstone Feasting Applicants

Following the Northern Sub-Regional Trust Board of Directors Meeting you will receive a letter from the WCCT Finance Team to notify you of the outcome of your application.

The letter will include details of the Board Decision, an Acceptance of Conditions Form and details regarding any required tax invoice with a designated bank account details for electronic funds transfer

Unsuccessful Tombstone and Tombstone Feasting Applicants

You will receive a letter advising of the Board Decision and details of 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			
Letter of Acknowledgement Sent	Y	N	Date sent: ____ / ____ / ____.
Has the applicant applied for Funeral Assistance previously?		Y	N
If yes, provide date: ____ / ____ / ____.			
Has all funding been acquitted?			
If yes, provide date: ____ / ____ / ____.			
Does the application meet the conditions contained in the NSRT 2018 Grant Funding Guidelines?		Y	N
Application approved by the NSRT Board of Directors?		Y	N
Resolution Number:			
Successful or Non Successful Letter Sent?		Y	N
Date sent: ____ / ____ / ____.			
Goods delivered?		Y	N
Date delivered: ____ / ____ / ____.			
Other Comments:			
Acquittal Process			
Acquittal Guidelines Sent	Y	N	Date sent: ____ / ____ / ____.
To whom?			
Acquittal Completed	Y	N	