



COMMUNITY DEVELOPMENT FUNDS

COMMUNITY WELLBEING
APPLICATION FORM

Before completing this form you should read the **“Southern Sub-Regional Trust 2018 Grant Funding Guidelines”**. You **must** also meet the eligibility criteria on Page 2 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 SOUTHERN SUB-REGIONAL TRUST BOARD MEETING: ____ / ____ / ____

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



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1. APPLICANT DETAILS

Name of Applicant: _____

Traditional Owner Group:
(if applicable) _____

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 Southern Sub-Regional Trust supports funding that provides enhancement of physical well-being and provides an opportunity for all members of the Community from our youth to the elderly to engage in positive and developmental activities within the Community environment.

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

- 1) Community Sporting Clubs
- 2) Community Training Camps and Programs

3.1 Community Sporting Clubs

A total of \$15,000 has been allocated for the 2018 calendar year.

Terms and Conditions

1. Funding is capped at a maximum of \$5,000 per application.
2. Funding must be used for equipment, uniforms or competitions, including travel and accommodation
3. Applicants can only apply for equipment every three years
4. Applicants are responsible for housing and maintaining the equipment
5. Uniforms can only be purchased every two years
6. Applicants can only apply for funding once per year and **only** from the one Sub-Regional Trust
7. Grants can provide for special sporting activities for the aged to assist with the types of physical limitations that can be suffered by aged persons
8. Funding must be paid to suppliers, not to individuals
9. Funding must be acquitted
10. Applicants must acknowledge the SSRT for its funding support.

You must agree to the Terms and Conditions listed above for this application to be forwarded to the Southern 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 Community Training Camps and Programs

A total of \$25,000 has been allocated for the 2018 calendar year.

Terms and Conditions

1. Applications will be assessed on a case-by-case basis
2. Funding must be used for clinics, training or methods to educate/benefit participants
3. Applicants' attendance at training camps will be based on school behavior and attendance
4. Funding must benefit the Aurukun Community and Wik and Wik-Waya peoples
5. Funding must be for the enhancement of physical well-being
6. Applicants must provide details of how funds are to be used
7. Funding must be paid to organisations or suppliers, not to individuals
8. Funding must be acquitted
9. Applicants must acknowledge the SSRT for its funding support.

You must agree to the Terms and Conditions listed above for this application to be forwarded to the Southern 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

Please indicate which category of funding you are applying for:

COMMUNITY SPORTING CLUBSGo to Page 6

COMMUNITY TRAINING CAMPS AND PROGRAMS.....Go to Page 7



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COMMUNITY SPORTING CLUBS

*Please indicate the type of sponsorship you are after by placing a tick in the box and providing specific details on how these funds will be used? **Please provide copies quotes.***

<p>Please provide the name of your team.</p>		
<p>Equipment (Please provide details of the type and amount of equipment desired eg basketball hoop and eight basketballs for community basketball court)</p>	<p><i>Tick here</i></p>	<p>Dollar Value</p>
<p>Uniforms (Please provide of the type and amount uniforms desired eg 15 soccer uniforms for boys under-8 team)</p>		
<p>Competitions (Please provide details of the purpose for which funding is sought and the type of expense involved eg travel and accommodation expenses for local under 18 team to attend 4 day rugby competition in Brisbane)</p>		



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COMMUNITY TRAINING CAMPS AND PROGRAMS

In the box below, please provide specific details of the type of funding required:

For what purpose are you seeking funding? Please provide specific details of the type of clinic or training, including training camps.	Dollar Value

Please note that attendance at training camps are to be based on school behavior and attendance.



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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, Southern Sub-Regional Trust 2018 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 Southern 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 Southern Sub-Regional Trust have considered my application?

Successful Applicants

Following the Southern 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 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

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			
Has the applicant applied for Community Wellbeing funding previously?		Y	N
If yes, provide date: ____ / ____ / ____.			
Has all previous funding been acquitted?			
If yes, provide date: ____ / ____ / ____.			
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 SSRT 2018 Grant Funding Guidelines?		Y	N
Application approved by the SSRT 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