



{ Central Sub-Regional Trust 2019 Grant Funding Guidelines

The Central Sub-Regional Trust 2018 Grant Funding Guidelines were noted and accepted by the Central Sub-Regional Trust Board of Directors at their Board Meeting Of 18 February 2019.



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CENTRAL SUB-REGIONAL TRUST
2019 GRANT FUNDING GUIDELINES

Background

The Central Sub-Regional Trust (**CSRT**) is committed to supporting the overall direction of both the Western Cape Communities Trust (**WCCT**) and the Western Cape Communities Coordinating Committee as per the Western Cape Communities Coexistence Agreement (WCCCA). WCCT provides funding to CSRT which must be in furtherance of the WCCT objects and the purposes of the CSRT. The CSRT will support and sponsor initiatives and activities of particular communities living within the WCCCA area that for charitable purposes or promoting benefit to the overall welfare of the Communities.

Under the terms of the trust deed for the Western Cape Communities Trust, the key objectives are to; or

- allocate and distribute Trust funds for the benefit of the Communities and their organisations
- promote the benefit and general welfare of the Communities by providing loans, grants, and goods and services
- provided that the use of Trust funds is for charitable purposes.

The provision of funds available from the CSRT is governed by the rules and requirements of both the CSRT Trust Deed and the Australian Taxation Office. The funds the CSRT have made available have been specifically defined to operate within these rules. The allocation of funds outside these rules may have a negative impact on the CSRT itself and on all the Trusts in the Western Cape Communities. Breaking these rules will limit the funds available in the future.

Accordingly, the CSRT can only utilise Trust funds for the following charitable purposes:

- relief of poverty, and needs arising from old age or sickness and distress;
- advancement of education;
- advancement of religion; and/or
- other purposes beneficial to the Community.

The CSRT is focused on pursuing three key objectives for the Traditional Owners and Communities that it represents. These are supported by the WCCCA and include:

1. Community Development – being enterprise development, infrastructure, educational, health and social development;
2. Community Support – being the Ranger Program, provision of bursaries and the protection and promotion of cultural heritage; and
3. Traditional Owner Group Support.

Central Sub-Regional Trust Directorship

The Central Sub-Regional Trust comprises members from each of:

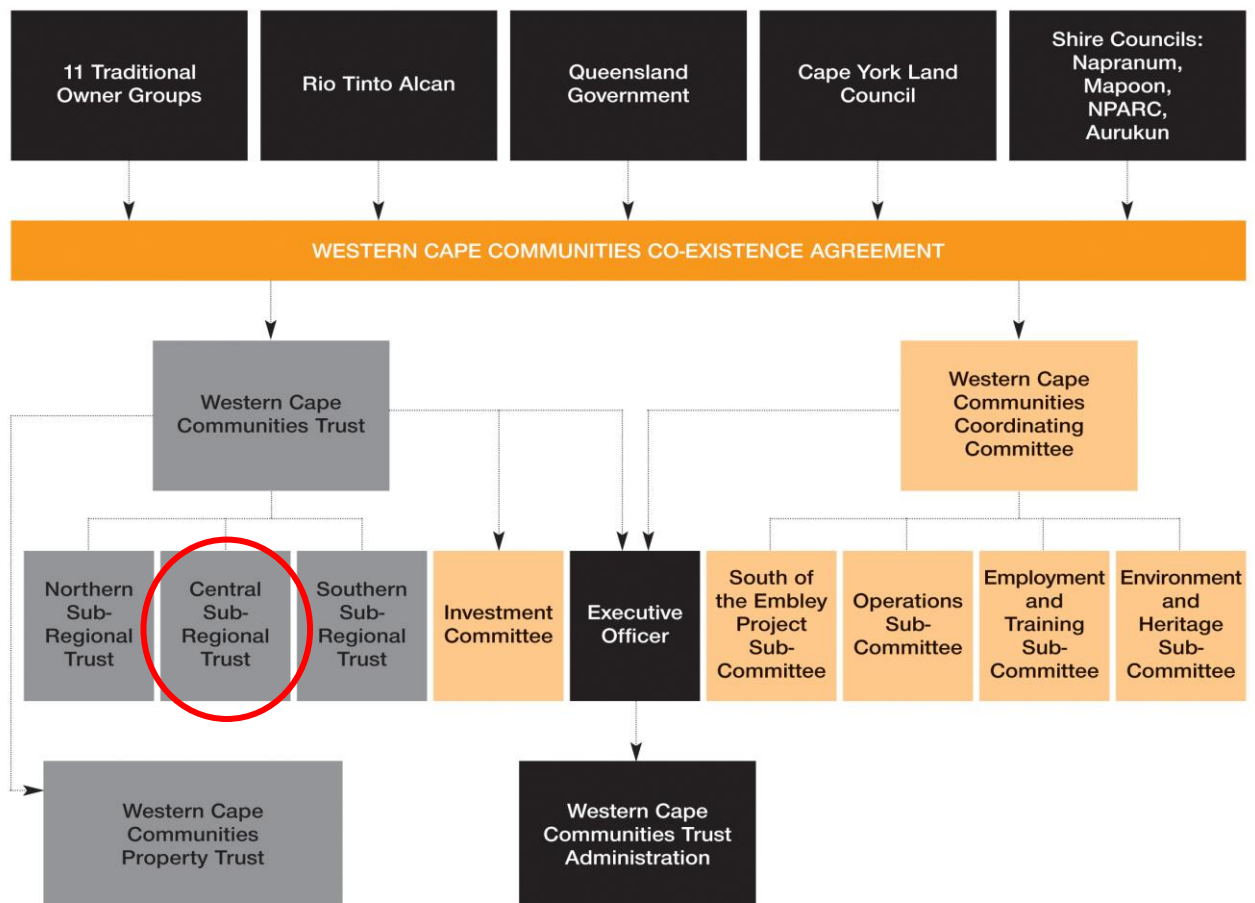
- the five Central Traditional Owner Groups (i.e. Thanikwithi, Alngith, Peppan, Wathayn, and Anathangayth); and
- the Napranum Aboriginal Shire Council.

Directorship for the **2018-2020 term** is as follows:

- Peppan Traditional Owner (Marie Pitt, Chairperson)
- Wathayn Traditional Owner (Lorraine Coconut, Deputy Chairperson)
- Thanikwithi Traditional Owner (Corine Matasia)
- Alngith Traditional Owner (Matilda John)
- Anathangayth Traditional Owner (Leanne Gordon)
- Napranum Aboriginal Shire Council Representative (Cr Rhonda Charger).

Directors are appointed to the Sub-Regional Trust for a period of 2 years.

Structure



Eligibility when applying for grants

To be eligible to apply for funding from the CSRT, applicants must satisfy the charitable purposes requirement mentioned above and meet one of the criteria listed below:

1. a member of Traditional Owner Groups, who are registered Shareholders from the five Central Traditional Owner Groups under the WCCCA, i.e. Thanikwithi, Peppan, Wathayn, Anathangayth, and Alngith. (Note: To become a registered Shareholder please contact the WCCT Finance Team)
2. a member of the traditional owner groups of land or waters within the WCCCA area which is situated between the south of the Mission river (but includes the Mission River) and is north of Embley River (and includes Embley River and includes Albatross bay **(Central Sub-Region)**)
3. a member of the Napranum Community – i.e. the Aboriginal people who are ordinarily resident in or around Napranum;
4. an aboriginal person who ordinarily resides in and around the land or waters within the Central Sub-Region;
5. the Napranum Aboriginal Shire Council;
6. community sporting clubs within the Central Sub-Region;
7. community sporting activities and training camps from outside the Central Sub-Region that provide programs that service one of the five Central Traditional Owner Groups
8. church groups within the Central Sub-Region
9. local Indigenous organisations or cultural groups of the Central Sub-Region; or
10. schools from the Central Sub-Region and Boarding Schools. Schools from outside the Western Cape region will be considered on a case by case basis.

All applications must meet these minimum requirements in order to receive any funding and all Applications will be assessed on a case-by-case basis by the Trustee Board of the CSRT against the terms of the CSRT Trust Deed, the WCCCA and this Grant Funding Guideline.

Overview of the Categories of Funding

In 2019, the CSRT have developed their budgets and will **only** grant funding under the following categories and conditions. Application forms for each type of grant will provide full details of conditions when applying.

Type of Grant	What will be funded	Conditions of funding
<p>Community Development Napranum Aboriginal Shire Council</p>	<p>The CSRT supports community development projects that benefit individuals and families of the Napranum Shire, as well as the physical infrastructure that is or could be available to the Community. Funding will be provided to the Napranum Aboriginal Shire Council to plan for, deliver and maintain such community infrastructure in the Shire of Napranum.</p>	<p>Napranum Aboriginal Shire Council</p> <ul style="list-style-type: none"> • The Napranum Aboriginal Shire Council must apply for grants that meet the charitable guidelines • Funding will be allocated against the Council’s Capital Works, Community or Town Plan. • Funding must be used every calendar year and will not be rolled over to the next year. • Funding must be acquitted. • Council must have unqualified audits to be eligible to receive funding. • Funding cannot be used to start businesses. • Funding cannot be used for operating expenses such as rent and electricity. • Applicants must acknowledge the CSRT for its funding support.
<p>Educational, Health & Social Development – Community Wellbeing</p>	<p>The CSRT supports funding that provides enhancement of physical, mental & educational 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.</p>	<p>Community Sporting Sponsorship</p> <ul style="list-style-type: none"> • The amount for community sporting clubs or individual sporting sponsorship is capped at \$10,000 per application. Funding can be used towards the following costs: • Equipment • Uniforms • Training camps or competitions fees, including travel and accommodation • Funding must benefit the Community. • Individual Sponsorship – applicants must reside in community and be representing their region. • Applications will be considered on a case by case basis. • Funding must be for the enhancement of physical well-being. • Applicants must provide details of how funds are to be used. • Applicants can only apply for equipment every three years, and it is up to applicants to house and maintain the equipment. • Uniforms can only be purchased every two years. • Applicants can only apply for funding once per year, from the one Sub-Regional Trust. • Funding must be paid to suppliers, not to individuals. • Funding can provide for special sporting activities for the aged to assist with the types of physical limitations that can be suffered by aged persons. • Funding must be acquitted.

		<ul style="list-style-type: none"> • Applicants must acknowledge the CSRT for its funding support. <p>Community Training Camps & Programs.</p> <ul style="list-style-type: none"> • Applications are capped at \$15,000. • Funding must be used for clinics, training or methods to educate/benefit members. • Applicants must provide details of how funds are to be used. • Applicants' attendance at training camps will be based on school behaviour and attendance. • Funding must benefit the Communities of the Central Region of the Western Cape. • Funding must be for the enhancement of physical well-being. • Funding must be paid to suppliers, not to individuals. • Funding must be acquitted. <p>Napranum PCYC</p> <ul style="list-style-type: none"> • A total of \$906,666 has been allocated for CSRT support of the Napranum PCYC March 2019 to June 2020 Program. • Funding is provided to the organisation not the individual and can be used to assist with catering or the purchase of items for the event. Does NOT include the purchase of alcohol or tobacco. • Funding must be used in the respective calendar year and will not be rolled over to the next year. • Funding must be acquitted in the meeting after the event. • The CSRT must be acknowledged publicly for its funding support.
Community Christmas Celebrations	The CSRT supports a Community Christmas Celebration event to be held within the Napranum Community.	<p>Community Christmas Event</p> <ul style="list-style-type: none"> • The CSRT will host a Community Christmas Event in Napranum Community and each household attending may receive a gift. • Funding must go to suppliers not individuals. • Funding must be acquitted. • The CSRT must be acknowledged publicly for its funding support.
Community Events	Donations will also be provided on a case by case basis to assist with Community events for the benefit of the community as a whole.	<p>Community Events</p> <ul style="list-style-type: none"> • Applications will be considered on a case by case basis. • Funding is provided to the organisation not the individual and can be used to assist with catering or the purchase of items for the event. • Funding must be used in the respective calendar year and will not be rolled over to the next year. • Funding must be acquitted. • Funding cannot be used for operating expenses such as salaries, rent and electricity. • The CSRT must be acknowledged publicly for its funding support.

Church Activities	The CSRT supports funding that provides the advancement of religion and religious activities for all Community members, from our youth through to our Elders.	<p>Church Activities and Christmas Activities</p> <ul style="list-style-type: none"> • Applications will be considered on a case by case basis. • Funding must go to the suppliers and not individuals. • Funding must be used in the respective calendar year and will not be rolled over to the next year. • Funding must be acquitted. • Funding cannot be used for operating expenses such as salaries, rent and electricity. • The CSRT must be acknowledged publicly for its funding support.
Cultural Development	The CSRT supports funding that connects to our culture and heritage through activities promoting, recognising and engaging all Community members, from our youth through to our Elders. This includes, but is not limited to, support for cultural festivals, arts and craft, and recording key aspects of our culture so that they are not lost. These methods to include the development of books, periodicals, presentations or training that are focussed on maintaining knowledge of customs, language, dance, stories and song.	<p>Cultural Festivals</p> <ul style="list-style-type: none"> • Applications will be funded to a capped indicative amount of \$30,000 per application; all applications will be considered on a case by case basis. • Cultural festivals must showcase local Traditional Owner culture and performances and this must be highlighted in the application. • Funding cannot be used for operating expenses such as salaries, rent and electricity. • Funding will be provided to suppliers, auspicing bodies or organisations. • Activities must benefit the whole Community. • All funding must be acquitted. • The CSRT must be acknowledged publicly for its funding support. <p>Cultural Activities</p> <ul style="list-style-type: none"> • Funding for cultural activities may be used for expenses such as food, transport costs, art and craft supplies, uniforms for dance troupes, travel and accommodation. • Applications will be assessed individually. • Applications are capped at an indicative amount of \$15,000. • Applications will be assessed on a case by case basis. • Funding must benefit the whole Community. • Funding must support Aboriginal activities. • Funding must go to suppliers not to individuals. • All funding must be acquitted and the CSRT must be acknowledged.
Community Infrastructure Development	The CSRT is committed to supporting Elders and Traditional Owners from the Central WCCCA region to access and live on their outstations.	<p>Outstation Establishment</p> <ul style="list-style-type: none"> • The purpose is to assist people living on outstations. • Funding must be for the necessities of life. • Funding must improve the standard of living. • Funding must not be used for commercial profit or money-making. • Applicants are responsible for maintenance, upkeep and housing of items purchased. • The property is used during organised activities (such as teaching traditional skills). • Activities are run by Elders or Community groups dedicated to Indigenous culture. • The WCCT Finance Team will arrange all feasibility, purchase of goods, contracts and

		<p>assistance in the development of outstations.</p> <ul style="list-style-type: none"> • Funding is provided to service providers/suppliers, not to applicants. • Funding must be acquitted. • Applicants must acknowledge the CSRT publicly for its funding support. <p>2019 Feasibility Studies</p> <ul style="list-style-type: none"> • Capped amount of \$35,000 is available to assist with feasibility studies. <p>2019 Bweening Outstation</p> <ul style="list-style-type: none"> • A total of \$420,000 has been allocated for the establishment of the Bweening Outstation.
Community Support Rangers	The CSRT is committed to supporting Rangers and Ranger programs of the Central WCCCA region.	<p>Rangers</p> <ul style="list-style-type: none"> • Funding must be used for project based operations. • Funding cannot be used for operational costs such as wages, rent and electricity. • Applications will be considered on a case by case basis. • Funding must be acquitted. • Applicants must acknowledge the CSRT for its funding support.
Bursaries	The CSRT is committed to funding education programs for the benefit of the Napranum community.	<p>Community Educational Programs</p> <ul style="list-style-type: none"> • Applications will be assessed case by case. • Funding must be used for projects directly related to communities represented by the CSRT. • Funding must be used for project-based operations. • Funding cannot be used for operational costs such as wages, rent or electricity. • Applicants must provide a detailed budget and a copy of the program plan. • Funding must be acquitted in the meeting after the project is completed. • Applicants must acknowledge the CSRT for its funding support.
Protection & Promotion of Cultural Heritage	The CSRT is committed to supporting the protection and promotion of cultural heritage.	<p>Protection & Promotion of Cultural Heritage</p> <ul style="list-style-type: none"> • Applications will be assessed case by case. • Funding must be used for projects directly related to the Cultural Heritage of the communities represented by the CSRT. • Funding must be used for project-based operations. • Funding cannot be used for operational costs such as wages, rent or electricity. • Applicants must provide a detailed budget and a copy of the program plan. • Funding must be acquitted in the meeting after the project is completed. • Applicants must acknowledge the CSRT for its funding support.
Traditional Owner Groups Educational Bursaries	The CSRT supports educational opportunities for Traditional Owners through the provision of a well-structured educational bursary program.	<p>Primary School</p> <ul style="list-style-type: none"> • Funding is capped at \$1,000 per child per year for uniforms, shoes and socks, book packs, school fees, backpacks, lunch boxes, hats and raincoats.

Funding will also be considered on a case-by-case basis to assist with Language, Literacy and Numeracy (LLN) tutorial support only.

Funding will also be considered on a case-by-case basis to assist with TAFE support.

- Receipts of purchase for allowable expenditure can be reimbursed to parent upon approval of application.
- Funding must be paid to suppliers not to individuals.
- Applications must be signed by Parent or Guardian.
- Applications must be submitted every calendar year.
- Most recent report card & attendance records to be attached to application.
- Confirmation of transfer of enrolment must be provide for change in schools, and verification can be made by the WCCT Finance Team.

Secondary School

- Applications will be capped at \$20,000.
- Funding is available for children attending local and boarding schools.
- Funding extends to book packs, uniforms, including sporting uniforms (as part of the Physical Education Curriculum)and other curricular based activities related to school ONLY, back packs, lunch boxes, hats, personal protection uniforms and equipment required for subjects associated with the school.
- Applications must be signed by Parent or Guardian.
- Confirmation of transfer of enrolment must be provide for change in schools, and verification can be made by the WCCT Finance Team.
- Receipts of purchase for allowable expenditure can be reimbursed to parent upon approval of application.
- Applications must be submitted every calendar year.
- Funding does not replace Abstudy or other government entitlements, Abstudy Eligibility must be provided with application.
- Applicants must provide evidence of enrolment before payment of bursary funds to the school.
- The purpose is to educate and develop people in the Community.
- Funds must be paid directly to school/provider.
- Most recent report card & attendance records to be attached to application.
- Applicants must be prepared to do work experience with Rio Tinto Alcan on school holidays.
- Funding must be acquitted.
- The CSRT must be acknowledged publicly for its funding support.

Information Technology Assistance

- The CSRT will provide \$1,500 for the purchase of a computer and software for children in receipt of CSRT secondary bursaries ONLY if 100% attendance can be shown for the previous school year.

- There must be at least 6 months of secondary education remaining for the calendar year unless confirmation of continuing education is provided.
- This will form part of the overall bursary amount.
- Funding must be paid to suppliers not to individuals.
- Funding must be acquitted.
- Funding can only be received for Information Technology Assistance every two years.

Sorry Business Travel Assistance

- Capped amount of \$2,000 per return flight and accommodation if needed in transit. Only. Funding available only to current Secondary Boarding Bursary Recipient.
- Ticket is from Boarding School to Napranum and return ONLY for Sorry Business.
- Approval for funding given by two Co-ordinating Committee Members of the relevant Traditional Owner Group for Eligibility Authorisation.

Parent Airfare Assistance for Boarding School Recipients

- Capped maximum amount of \$2,000 per return flight for parent escorting first time students to their boarding school.
- Funding available only to Secondary Boarding Bursary Recipients.
- Funding is only available to Napranum/Weipa Residents ONLY.
- Applications will be considered on a case basis.
- Funding is not to replace ABSTUDY entitlements.
- Approval for funding given by two Co-ordinating Committee Members of the relevant Traditional Owner Group for Eligibility Authorisation.

Tertiary

- Applications are capped at \$10,000 per applicant for tertiary studies.
- Applications will be considered on a case by case basis.
- Funding includes the costs of one return trip home per year, tertiary books, course fees, computer, printer and computer accessories (IT Assistance is capped at \$1,500).
- **Applications for HECS/HELP fees will only be considered upon the successful completion of each unit, and are limited to one application per calendar year. Applications will be considered on a case by case basis.**
- Fees must be paid directly to the Tertiary provider.
- The purpose is to educate and develop people in the Community.
- Funding does not replace Abstudy or other government entitlements, Applicants must provide Abstudy Eligibility.
- Applicants must provide evidence of enrolment prior to payment of bursary funds.
- Applicants must be prepared to do work experience with Rio Tinto Alcan on term

		<p>holidays.</p> <ul style="list-style-type: none"> • Funding must be acquitted. • The CSRT must be acknowledged publicly for its funding support.
Whitegoods and Household Goods	<p>The CSRT supports funding that delivers an enhanced quality of life to the Traditional Owners it represents. Essential items for everyday living will be funded by the CSRT. Items for funding will include: refrigerators, freezers, washing machines, dryers, beds, mattresses, linen, dining tables and chairs, kitchen appliances and air conditioners ONLY.</p>	<p>Whitegoods and Household Goods</p> <ul style="list-style-type: none"> • A capped amount of \$5,000 is available to each household only. • An additional amount to the maximum of \$1,000.00 will be provided to assist with the cost of air conditioner installation if required. • Only applicants suffering from old age/sickness/disability or low income will be considered. • Applicant must provide proof of receiving Centrelink Income Support Payments (Family Tax Benefit alone is not proof of low income) or a copy of their current and valid Centrelink issued health care card. • Proof of being the Head Tenant or Co-Tenant (copy of Tenancy Agreement) must be provided with the application for it to be considered by the Board of Directors. • Applicants must be living in their own home or have written confirmation of being allocated a house and not on the housing wait list. • An applicant can only apply for funding every three calendar years and applicants must sign the statement and declaration regarding the supply of whitegoods. • Applicants applying must be a registered A Class Shareholder, if you are not a current A Class Shareholder your Whitegoods application will not be considered until the meeting following your A Class approval. • Goods will only be delivered to the household that has been approved by the CSRT. • Preference for funding will be provided to applicants residing in the Western Cape York Region. • Applications received from outside of the Western Cape York Region will be considered on a case by case basis. • If applicants apply this year and the quota of grants has been received the applications will be held over to the next funding round. • An applicant can only apply for goods from the list provided. • Applicants take ownership of the goods and must carry out maintenance and general up-keep of the appliances at their own cost. • The WCCT Finance Team will arrange purchase and delivery of the goods with its preferred suppliers for cost-effectiveness. Funding is not provided to applicants. Please note that if an approved applicant is found to have on-sold and/or gifted their whitegoods then they will no longer be eligible to be considered to receive future funding, due to them breaching our charitable trust guideline conditions.
Support for Sickness/Disability	<p>The CSRT Supports funding that provided medical equipment and directly associated services to aid the sick, disabled and</p>	<p>Support for Sickness/Disability</p> <ul style="list-style-type: none"> • Applicants will be assessed on a case by case basis.

	<p>distressed that improve their standard of living.</p>	<ul style="list-style-type: none"> • Funding will be provided for capital items and associated services only that are not provided by Government or other organisations. • Funding can be provided for upkeep and maintenance of equipment. Applicant must provide quote detailing maintenance required. • Urgent applications for the elderly will be assessed on a case by case basis. • Funding is to provide aid to the aged, sick, disabled or distressed members of the community. • Applicants must provide a letter from their health care professional. • Applicants must provide a quote detailing the equipment required at time of application. • Applicants must provide proof of low income by supplying a Centrelink Statement or a copy of valid Centrelink issued Concession card/health care card. • All funding will be paid direct to suppliers or service providers, not individuals. • Examples of what will be funded include equipment for the elderly to assist with day to day living, such as shower chairs, hand railings, wheelchairs. • The support of the CSRT must be acknowledged.
<p>Funeral Assistance</p>	<p>The CSRT is committed to helping with the costs of supporting funerals for Traditional Owners and long-term partners of the Central Traditional Owner groups of the WCCCA region.</p>	<p>Funeral Assistance</p> <ul style="list-style-type: none"> • Funding is capped at a total of \$10,000 per grant. • Funding up to \$6,500 will be provided only for casket, transport of casket, flowers, chaplain and site preparation. • Funding up to \$2,500 will be provided for food for feasting and pre gathering before the funeral if required by the family. • Funding of \$1,000 will be provided for the Eulogy preparation service provided by the Western Cape Centre ONLY. • No cigarettes or alcohol are to be purchased with the funds. • Eligibility for assistance must first be proven, through contacting one of the CSRT Clan Representative and one Co-ordinating Committee Clan Representative for confirmation. • Those who have passed must be members of one of the five Central Traditional Owner Groups, or their partner/defacto and have cultural ties. • Cash contributions to individuals are not permitted, and payment must be made to the service providers/suppliers and not to individuals. <p>Tombstones</p> <ul style="list-style-type: none"> • Funding is capped at \$5,000 per application. • Additional funding of \$2,000 can be provided for service of fee for the base and foundation of the Tombstone. • Applications will be considered on a case by case basis.

		<ul style="list-style-type: none"> • Applicants are to provide a copy of a quote for the tombstone at time of application. • Cash contributions to individuals are not permitted, and payment must be made to the service providers/suppliers and not to individuals. <p>Tombstone Feasting</p> <ul style="list-style-type: none"> • Funding is capped at \$2,500 and will be provided for food for feasting. • No cigarettes or alcohol are to be purchased with the funds. • Cash contributions to individuals are not permitted, and payment must be made to the service providers/suppliers and not to individuals.
Outstation Equipment	The CSRT is committed to supporting Elders and Traditional Owners from the Northern WCCCA region to access and live on their outstations.	<p>Outstation Equipment</p> <ul style="list-style-type: none"> • Applications are capped at \$5,000. • Applications will be considered individually, and applicants can only apply every three years. • Applicants must provide proof of low income by supplying a Centrelink statement or a copy of a valid Centrelink issued concession card. • The purpose of funding is to assist people living on outstations. • Funding can only be provided for outstations recognised by the CSRT Board of Directors. • Funding must be for the necessities of life. • Funding must not be used for commercial profit or money-making activities. • Applicants must be responsible for the maintenance, upkeep and housing of items • Applicant must provide quotes for equipment at time of application. • Funding must be acquitted.

Grant Funding Support

To help facilitate the grant applications in line with the above conditions, the CSRT Directors in conjunction with the WCCT Finance Team will assist applicants to understand the process for applying for grants. The following steps will apply:

1. Applications will **only** be considered if they meet the CSRT categories and conditions as outlined in this Grant Funding Guideline.
2. An application form specific for each area is available on request. This application form will provide more detailed information regarding each category and condition of funding.
3. The WCCT Finance Team will assist with the completion of application forms and make visits to communities to assist with the grant funding process.
4. Applicants can apply for funding at any time of the year. However, applications can only be assessed every quarter when the CSRT meet for their Board meetings.
5. The WCCT Finance Team and Executive Officer **do not** make any decisions related to approval of applications. This is the responsibility of the CSRT Board of Directors.

The WCCT Finance Team is here to support Traditional Owners and applicants with their grant funding proposals. For further information, please contact the Finance Team on (07) 4069 7945 or email fgo1@westerncape.com.au or fgo2@westerncape.com.au