



COMMUNITY DEVELOPMENT FUNDS

**CULTURAL DEVELOPMENT  
APPLICATION FORM**

Before completing this form you should read the “**Central Sub-Regional Trust 2020-2022 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](mailto:fgo1@westerncape.com.au) or [fgo2@westerncape.com.au](mailto:fgo2@westerncape.com.au)

NAME OF APPLICANT: \_\_\_\_\_

APPLICATION MUST BE RETURNED BY: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

NEXT SCHEDULED CENTRAL SUB-REGIONAL TRUST BOARD MEETING: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

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



## COMMUNITY DEVELOPMENT FUNDS

### 1. APPLICANT DETAILS

Name of Applicant: \_\_\_\_\_

Traditional Owner Group: \_\_\_\_\_

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): \_\_\_\_\_

## COMMUNITY DEVELOPMENT FUNDS

### 3. FUNDING AVAILABLE

The Central Sub-Regional Trust 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 include the development of books, periodicals, presentations or training that are focused on maintaining knowledge of customs, language, dance, stories and song.

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

- 1) Cultural Festivals
- 2) Cultural Activities

#### 3.1 Cultural Festivals

Applications funded to a capped indicative amount of \$30,000 per application.

#### Terms and Conditions

- 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 per the Grant Acquittal Policy and Procedure.
- Funding must be used in the respective calendar year and will not be rolled over unless there is an approved application for an extension.
- The CSRT must be acknowledged publicly for its funding support.

***You must agree to the Terms and Conditions listed above for this application to be forwarded to the Central Sub-Regional Trust Board of Directors for consideration.***

***Your signature is to be recorded on the last page of this application.***



## COMMUNITY DEVELOPMENT FUNDS

### 3.2 Cultural Activities

Applications are capped at an indicative amount of \$15,000.

#### Terms and Conditions

- 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 on a case by case basis.
- Applications are capped at an indicative amount of \$15,000.
- Funding must benefit the whole Community.
- Funding must support Aboriginal activities.
- Funding must go to suppliers not to individuals.
- Funding must be acquitted per the Grant Acquittal Policy and Procedure.
- Funding must be used in the respective calendar year and will not be rolled over unless there is an approved application for an extension.
- All funding must be acquitted and the CSRT must be acknowledged.

***You must agree to the Terms and Conditions listed above for this application to be forwarded to the Central Sub-Regional Trust Board of Directors for consideration.***

***Your signature is to be recorded on the last page of this application.***



**COMMUNITY DEVELOPMENT FUNDS**

**4. FUNDING REQUESTED**

Please indicate which category of funding you are applying for:

- CULTURAL FESTIVALS.....Go to Page 6
- CULTURAL ACTIVITIES.....Go to Page 7



**COMMUNITY DEVELOPMENT FUNDS**

**CULTURAL FESTIVALS**

*Please provide a detailed description and budget for the cultural festival **and** how it showcases local Traditional Owner culture and Performances. This should include any proposed involvement of auspicing bodies or organisations.*

**Festival details** including how it showcases local Traditional Owner Culture and Performances

**Detailed Budget**

For example: Catering	\$
<b>TOTAL</b>	



**COMMUNITY DEVELOPMENT FUNDS**

**CULTURAL ACTIVITIES**

*Please provide specific details and budget for the cultural activities for which funding is requested.*

**Cultural Activities**

*For example food, transport costs, art and craft supplies, uniforms for dance troupes, travel and accommodation*

**Detailed Budget**

For example: Catering	\$
<b>TOTAL</b>	



## COMMUNITY DEVELOPMENT FUNDS

### 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, Central Sub-Regional Trust 2020-2022 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 Central 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 Central Sub-Regional Trust have considered my application?***

Following the Central 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 may also be sent with this letter.

#### **Unsuccessful Applicants**

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