



Southern Sub-Regional Trust 2020-2022 Grant Funding Guidelines

The Southern Sub-Regional Trust 2020-2022 Grant Funding Guidelines were noted and accepted by the Southern Sub-Regional Trust Board of Directors at their Board Meeting held 24 February 2021 Resolution SSRT240221-4.



WCCCA
our country...our future

SOUTHERN SUB-REGIONAL TRUST
2020-2022 GRANT FUNDING GUIDELINES

Background

The Southern Sub-Regional Trust (SSRT) 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 SSRT which must be in furtherance of the WCCT objectives and the purposes of the SSRT. The SSRT will support and sponsor initiatives and activities of particular communities living within the WCCCA area that are for charitable purposes or promoting benefit to the overall welfare of the Communities.

Under the terms of the trust deed for the WCCT, the key objectives are to:

- allocate and distribute trust funds for the benefit of the Communities and their organisations; or
- 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 SSRT is governed by the rules and requirements of both the SSRT Trust Deed and the Australian Taxation Office. The funds the SSRT 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 SSRT itself and on all the Trusts in the Western Cape Communities. Breaking these rules will limit the funds available in the future.

Accordingly the SSRT 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 SSRT 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.

Southern Sub-Regional Trust Directorship

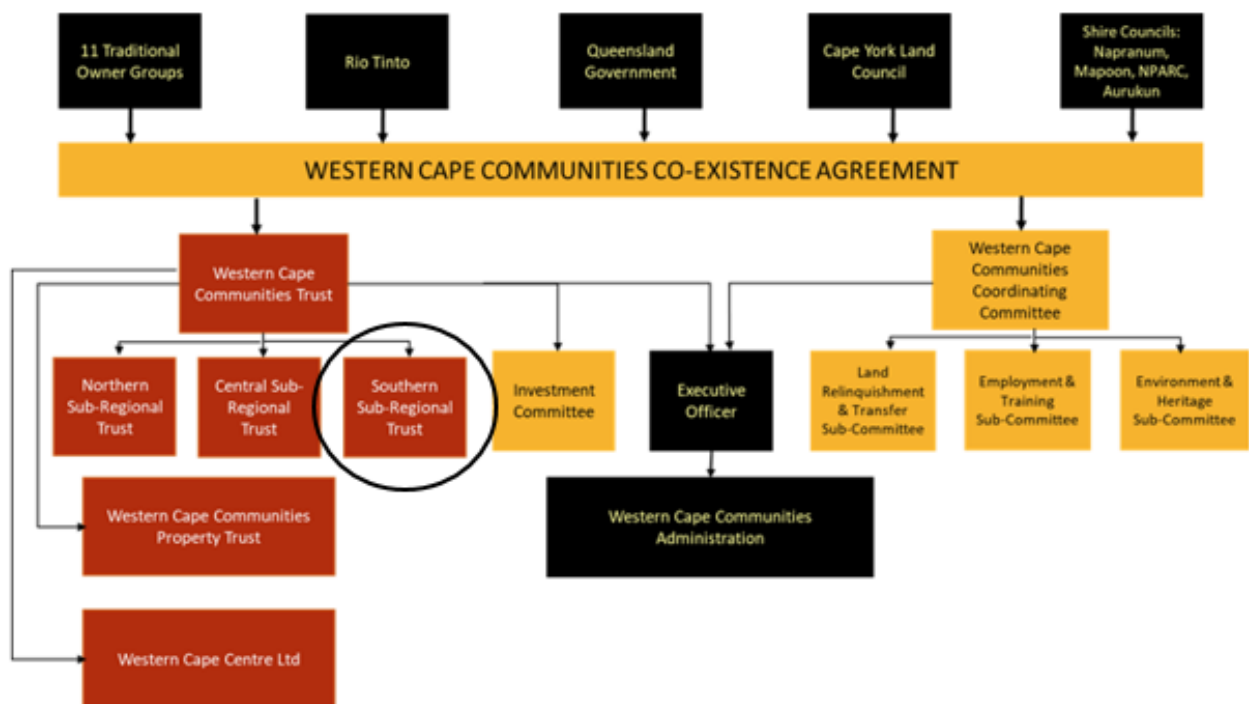
The Trustee Board of the Southern Sub-Regional Trust comprises members from the families of the Wik and Wik-Waya family groups (as instructed by Wik and Wik-Waya Elders) and the Aurukun Shire Council.

Directorship for the **2020 - 2022 term** is as follows:

- 1 Kerindun/Chevathen Families (Loyla Chevathen, Chairperson)
- 2 Blowhard/Matthew Families (Pearl Matthew, Deputy Chairperson)
- 3 Bowenda/Kelinda/George Families (Richard Ornyengaia)
- 4 Woolla/Owokran Families (Amanda Woolla)
- 5 Chevathun/Ngakyunkwokka (Andrea Ngakyunkwokka)
- 6 Aurukun Shire Council (Mayor Kerri Tamwoy)

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 SSRT applicants must satisfy the charitable purpose requirement mentioned above and meet one of the criteria listed below:

1. a member of Traditional Owner Groups, who are registered Shareholders from the Wik and Wik- Waya Traditional Owner Group;
(Note: To become a registered Shareholder please contact the WCCT Finance Team for an application form.)
2. a member of the Traditional Owner Groups of the WCCCA area which is south of the Embley River excluding Albatross Bay (**Southern Sub-Region**);
3. a member of the Aurukun Community – i.e. the Aboriginal people who are ordinarily resident in or around the Shire of Aurukun;
4. an Aboriginal person who ordinarily resides in or around the land or waters within the Southern Sub-Region;
5. the Aurukun Shire Council;
6. community sporting clubs of the Southern Sub-Region;
7. community sporting activities and training camps from outside the Southern Sub-Region that provide programs that service the Wik and Wik-Waya Traditional Owner Groups;
8. local cultural and church groups of the Southern Sub-Region;
9. community organisations of the Southern Sub-Region; or
10. schools from the Aurukun, Western Cape 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 SSRT Board of Directors against the terms of the SSRT Trust Deed, the WCCCA and this Grant Funding Guideline ('Guidelines').

General Conditions of Funding

The SSRT will only grant funding under the following categories and conditions, however Director's discretion still applies. Application forms for each type of grant contain specific further conditions and must be read in conjunction with these guidelines. The Grant Acquittal Policy and Grant Acquittal Procedure apply to all approved grant funding applications. Where funding is not permitted to be rolled over, unused balances may be rescinded without notice by resolution of the Board of Directors. The SSRT is a Charitable Trust and under no circumstances will funding be approved for administration, auspicing or facilitation style fees.

Type of Grant	What will be funded	Conditions of funding
Community Development Aurukun Shire Council	The SSRT 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 Aurukun Shire Council to plan for, deliver and maintain such community infrastructure in the Shire of Aurukun.	Community Development <ul style="list-style-type: none"> • Applications will be assessed on a case-by-case basis. • The applicant must apply for grants that meet charitable guidelines. • Funding will be allocated against the Council's Capital Works, Community or Town Plan. • Council must have unqualified audits to apply for and receive funding. • Funding cannot be used to start businesses. • Funding cannot be used for operating expenses such as wages, rent and electricity. • Funding must be used in the respective calendar year and will not be rolled over unless there is an approved application for an extension. • Funding must be used in accordance with the application and Board Resolution. • Funding variations must be applied for by submitting an application. • Funding must be acquitted per the Grant Acquittal Policy and Procedure. • The Aurukun Shire Council must acknowledge the SSRT for its funding support.
Educational, Health & Social Development – Community Wellbeing	The SSRT 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.	Community Sporting Clubs <ul style="list-style-type: none"> • Applications will be assessed on a case-by-case basis. • Funding is capped at a maximum of \$5,000 per application per year. • Funding must be used for equipment, uniforms or competitions, including travel and accommodation. • Applicants can only apply for equipment every three (3) years. • Applicants are responsible for housing and maintaining the equipment. • Uniforms can only be purchased every two (2) years. • Applicants can only apply for funding once per year. • 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. • Funding must be paid to suppliers, not to individuals, on receipt of invoice. • 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. • Applicants must acknowledge the SSRT for its funding support.

		<p>Community Training Camps and Programs</p> <ul style="list-style-type: none"> • Applications will be assessed on a case-by-case basis. • Funding must be used for clinics, training or methods to educate/benefit participants. • For youth programs, applicants' attendance at training camps or programs will be based on school behaviour and attendance. • Funding must benefit the Aurukun Community and Wik and Wik-Waya peoples. • Funding must be for the enhancement of physical, mental & educational well-being. • Applicants must provide details of how funds are to be used. • Funding must be paid 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. • Applicants must acknowledge the SSRT for its funding support.
Community Christmas Celebrations	The SSRT supports a Community Christmas Celebration within the Aurukun Community.	<p>Community Christmas Celebration</p> <ul style="list-style-type: none"> • The SSRT will consider funding applications, on a case-by-case basis, for a community Christmas event and each household in attendance may receive a gift. • Funding must go to suppliers not individuals. • The SSRT must be acknowledged publicly for its funding support. • Funding must be acquitted per the Grant Acquittal Policy and Procedure.
Community Events	Funding 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 assessed 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 acquitted per the Grant Acquittal Policy and Procedure. • Funding cannot be used for operating expenses such as salaries, rent and electricity. • 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 SSRT must be acknowledged publicly for its funding support.
Church Activities	The SSRT supports funding that provides for the advancement of religion and religious activities for all Community members, from our youth through to our Elders.	<p>Church Equipment</p> <ul style="list-style-type: none"> • Funding will be provided to churches in the local Aurukun Community ONLY. • Applications will be assessed on a case-by-case basis. • Funding will be provided for the purchase of church equipment such as books, musical instruments, and church kitchen appliances and utensils ONLY. • Funding must go to suppliers not individuals. • Funding must be acquitted per the Grant Acquittal Policy and Procedure.

		<ul style="list-style-type: none"> • 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 SSRT must be acknowledged for its funding support.
Cultural Development	The SSRT 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 activities, arts and crafts, dance groups, kids going back to country, recording of traditional knowledge, storytelling, traditional ways, and preservation of culture.	<p>Cultural Activities</p> <ul style="list-style-type: none"> • Applications will be assessed on a case-by-case basis. • Funds for cultural activities can be used for expenses such as food, transport costs, and art and craft supplies. • Funding cannot be used for operating expenses such as salaries, rent and electricity. • Applications will be assessed individually. • Funding must benefit the whole Community. • Funding must support Aboriginal activities. • Funding must go to suppliers, auspicing bodies or organisations, not 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. • The SSRT must be acknowledged for its funding support.
Community Infrastructure Development		<p>Outstations – Establishment Feasibility Study</p> <ul style="list-style-type: none"> • Applications will be considered on a case by case basis. • Applications are capped at \$35,000 per feasibility study • Traditional Owners of the Wik and Wik-Waya family groups can apply for this funding. • The outstations are to be used by all family members (not individual people) during activities, including traditional activities. • Outstations are not intended for individuals or select groups. • WCCT staff will arrange the feasibility study to be undertaken by one of their preferred suppliers. • All legislative and Council requirements must be adhered to. • The SSRT must be acknowledged for their funding support. <p>Outstations – 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.

		<ul style="list-style-type: none"> • WCCT staff will assist with arrangements including quotes from a minimum of two (2) builders prior to approval of applications. • Funding is provided to service providers/suppliers, not to applicants. • Applicants must acknowledge the SSRT publicly for its funding support.
Community Support Rangers	The SSRT is committed to supporting Rangers and Ranger programs of the Southern WCCCA region.	Rangers <ul style="list-style-type: none"> • Applications will be assessed on a case-by-case basis. • Funding must be used for project-based operations. • Funding cannot be used for operational costs such as wages, rent and electricity. • Applicants must provide a detailed budget and a copy of the program plan. • 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. • Applicants must acknowledge the SSRT for its funding support.
Bursaries	The SSRT is committed to funding education programs for the benefit of the Aurukun community.	Community Educational Programs <ul style="list-style-type: none"> • Applications will be assessed on a case-by-case basis. • Funding must be used for projects directly related to communities represented by the SSRT. • 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 per the Grant Acquittal Process 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. • Applicants must acknowledge the SSRT for its funding support.
Protection & Promotion of Cultural Heritage	The SSRT is committed to supporting the protection and promotion of cultural heritage.	Protection and Promotion of Cultural Heritage <ul style="list-style-type: none"> • Applications will be assessed on a case-by-case basis. • Funding must be used for project-based operations. • Funding cannot be used for operational costs such as wages, rent and electricity. • Applicants must provide a detailed budget and a copy of the program plan. • 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. • Applicants must acknowledge the SSRT for its funding support.
Traditional Owner Groups Educational Bursaries	The SSRT supports educational opportunities for Traditional Owners through the provision of a well-structured educational bursary program.	Primary School <ul style="list-style-type: none"> • Funding is capped at \$700 per child per year. • Funding can only be used to purchase book packs, uniforms, school fees and other school related expenses.

		<ul style="list-style-type: none"> • All applications MUST be signed by the student’s parent or guardian • Formal confirmation of transfer of enrolment is required for change in schools and can be verified by the WCCT Finance Team. • Funding must be paid to suppliers not to individuals, on receipt of invoice. • For the continuation of payment the following year, a new application must be submitted, the child must attend school and report cards and attendance records must be shown to the SSRT. • One application may be submitted every calendar year. • Applications are only permitted for the current or future year. • Applications are not permitted for previous years. • Funding will be deemed acquitted if all conditions are complied with. <p>Secondary School</p> <ul style="list-style-type: none"> • Funding is capped at \$1,500 per child for books and uniforms, including sports uniforms (as part of the Physical Education curriculum) and other curricular based activities related to school ONLY. • Additional funding for boarding schools may be available on a case by case basis. • Applicants must have proof of attendance at school and school reports. • All applications MUST be signed by the student’s parent or guardian. • Funding does not replace Abstudy or other government entitlements. • 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 are to be paid to the school/provider. • Applicants must be prepared to do work experience with Rio Tinto on school holidays. • For the continuation of payment the following year, a new application must be submitted, the child must attend school and report cards and attendance records must be shown to the SSRT. • The SSRT must be acknowledged publicly for its support. • Formal confirmation of transfer of enrolment is required for change in schools and can be verified by the WCCT Finance Team. • One application may be submitted every calendar year. • Applications are only permitted for the current or future year. • Applications are not permitted for previous years. • Funding will be deemed acquitted if all conditions are complied with.
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Whitegoods and Household goods	<p>The SSRT supports funding that delivers an enhanced quality of life to the Traditional Owners it represents. Grants will be provided to the elderly and sick or distressed and people suffering financial hardship. Essential items for everyday living will be funded by the SSRT.</p> <p>Items for funding will include:</p> <ul style="list-style-type: none"> • Fridges • Freezers • Washing Machines • Clothes Dryers • Bedroom furniture such as beds, bedside tables or tallboy cupboards • Mattresses • Bed and bath linen • Dining table and chairs 	<p>Whitegoods and Household Goods</p> <ul style="list-style-type: none"> • A capped amount of \$6,000 is available to each household only. • Applications are considered on the basis of old age/sickness/disability or low income ONLY. • Applicant must provide proof of receiving Centrelink Income Support Payments (Family Tax Benefit alone is not proof of low income) or a copy of a current and valid Centrelink issued health care card. • Applicant must be living in their own home or have written confirmation of being allocated a house and not on the housing waiting list. • An applicant can only apply for funding every three (3) calendar years and applicants must sign the statement and declaration regarding the supply of whitegoods. • Goods will only be delivered to the applicant that has been approved by the SSRT. • 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. • Applicants can only apply for goods from the list provided.

	<ul style="list-style-type: none"> • Basic kitchen utensils • Small kitchen appliances eg microwaves, kettles, toasters – does not include novelty type items, coffee machines, electric mixers, deep fryers and so forth • Air conditioners – this does not include installation • DOES NOT include other electrical goods such as, but not limited to, lamps, vacuum cleaners, irons, TV's, DVD players, or stereos etc. DOES NOT include other furniture items such as, but not limited to, lounge suites or chairs, sofa beds, lamp or coffee tables, entertainment units etc. 	<ul style="list-style-type: none"> • Items are prohibited from being on-sold or given away and applicants will no longer be eligible for funding where this is breached. • Applicants take ownership of the goods and must carry out maintenance and general up-keep of the appliances at their own cost. • Goods must be a necessity. • Funding will be deemed acquitted if all conditions are complied with. • Funding must be used within six (6) months and will not be rolled over unless there is an approved application for an extension. • Funding will be paid to suppliers not to applicants.
Disability Assistance	The SSRT supports funding that provides medical equipment and supplies to aid the sick, disabled and distressed and improve their standard of living.	<p>Disability Assistance</p> <ul style="list-style-type: none"> • Applicants will be assessed individually. • Funding for capital items will only be considered if they are not provided by Government or other organisations. • The purpose of funding is to provide aid to the sick, disabled or distressed members of the Community. • A letter from your medical professional and a quote for the items being requested must be provided with the application. • Applicants are to provide evidence of necessitous circumstances by supplying Centrelink documentation upon application. • Funding can be provided for the upkeep and maintenance of equipment. Applicants must provide a quote detailing maintenance required. • All funding is provided to service providers or organisations. • Funding will be deemed acquitted if all conditions are complied with. • Examples include equipment for the elderly to assist with day to day living such as shower chairs, hand railings, wheelchairs. • Funding must be used within six (6) months and will not be rolled over unless there is an approved application for an extension. • The support of the SSRT must be acknowledged.

<p>Support of Wik and Wik Waya traditional practices and customs.</p>	<p>The SSRT is committed to help with costs to support funerals among Wik and Wik Waya families in their times of grief and mourning.</p>	<p>Funeral Assistance</p> <ul style="list-style-type: none"> • Funding of \$7,500 will be provided only for casket, transport of casket, flowers, chaplain, site preparation and eulogy preparation. • Funding for eulogy preparation services provided by the Western Cape Centre or Aurukun Shire Council is included in the capped amount. • Additional funding will be provided to cover the cost of repatriation, if required and will be paid directly to the supplier. • Repatriation funding assistance will be considered on a case by case basis. • Funding of \$3,000 will be provided for food for feasting, with a maximum amount of \$500 <u>only</u> being made available for pre-gathering shopping. The balance is to be used for the day of funeral: <ul style="list-style-type: none"> ○ Successful applicants must nominate the service providers and amounts at least 48 hours prior to requirement; ○ Funding for feasting will be provided for up to three (3) service providers/suppliers and not to individuals; ○ Funding only provided for food, single use consumables and serving utensils associated with feasting; ○ WCCT Finance Staff will liaise with the nominated contact ONLY. • The Aurukun Shire Council must confirm eligibility of those who have passed as Wik and Wik-Waya Traditional Owners. Once confirmed, funding must be approved by contacting two (2) Directors of the SSRT. • Cash contributions to individuals are not permitted, and payment must be made to service providers/suppliers and not to individuals. • Funding will be deemed acquitted if all conditions are complied with. <p>House Openings</p> <ul style="list-style-type: none"> • The funding amount per applicant is capped at \$5,000 and may include: <ul style="list-style-type: none"> ○ T-shirts including any freight costs (\$2,500); and ○ Food for feasting (\$2,500): <ul style="list-style-type: none"> ○ Successful applicants must nominate the service providers and amounts at least 48 hours prior to requirement; ○ Funding for feasting will be provided for up to three (3) service providers/suppliers and not to individuals; ○ Funding only provided for food, single use consumables and serving utensils associated with feasting; ○ WCCT Finance Staff will liaise with the nominated contact ONLY.
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<p>Outstation Assistance – Access</p>	<p>The SSRT is committed to supporting Elders and Wik and Wik Waya Traditional Owners to access and live on their outstations.</p>	<p>Outstation – Access (Motor and Trailer ONLY)</p> <ul style="list-style-type: none"> • Applications will be considered individually on a case by case basis. • Proof of appropriate licences must be provided. • Applicants must provide support for their application from their family group. • Only those holding a current marine licence should operate a boat. • The carriage of alcohol is not permitted and all Alcohol Management laws apply. • The vessel is only to be operated: <ul style="list-style-type: none"> (a) As far as and up to Kendal River (southern boundary) (b) As far as Ambun outstation (northern boundary) • The equipment must not be used for profit or money-making. • Equipment is prohibited from being sold or given away. • Successful applicants will be required to sign a statutory declaration that the equipment will not be used for any purpose other than the approved purposes. • All equipment is to be registered and operated as per Queensland Transport requirements for Marine Vessels/Trailers. • The applicant as the licence holder is to ensure that all safety equipment is carried on board and in good working order. • If any conditions are breached the equipment will be returned to the SSRT. • Applicants are responsible for the maintenance, up-keep and housing of these items. • The WCCT Finance Team will arrange purchase and delivery of the goods with its preferred suppliers for cost-effectiveness. • Payment must be made to service providers/suppliers and not to individuals. • Funding will be deemed acquitted if all conditions are complied with. • Funding must be used within twelve (12) months and will not be rolled over unless there is an approved application for an extension.
<p>Outstation Assistance – Equipment</p>		<p>Outstations – Equipment</p> <ul style="list-style-type: none"> • Applications will be considered individually on a case by case basis, to a capped amount of \$6,000 per application for purchases for outstations. • Funding may be used for the <i>purchase of tools & equipment essential for life on Outstations and includes items such as, water tanks, water containers, tents, tarpaulins, poles, ropes, generators, chainsaws, mowers, whipper snippers, esky's/camp fridges & cooking facilities such as gas stove or gas burners and camp ovens, showers, billy, utensils, plates and cups, lighting and first aid kits.</i> • Applicants can only apply for funding every second (2) calendar year. • Applicants must have an outstation. • Excludes personal clothing and bedding.

		<ul style="list-style-type: none">• Proof of appropriate licences must be provided for the purchase of chainsaws.• Safety gear must be purchased with chainsaws and must be used.• Applicants are to provide evidence of low income by supplying Centrelink documentation upon application.• The purpose is to assist people living on outstations.• Funding must be for the necessities of life and to improve the standard of living on outstations.• Funding must not be used for commercial profit or money-making.• Items are prohibited from being on-sold or given away and Applicants will no longer be eligible for funding where this is breached.• Applicants are responsible for the maintenance, up-keep and housing of these items.• Funding will be deemed acquitted if all conditions are complied with.• Funding must be used within twelve (12) months and will not be rolled over unless there is an approved application for an extension.
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Grant Funding Support

To help facilitate the grant applications in line with the above conditions, the SSRT 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 SSRT categories and conditions as outlined in this Grant Funding Guidelines.
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 SSRT meet for their Board meetings.
5. The WCCT Finance Team and Executive Officer **do not** make any decisions regarding approval of applications. This is the responsibility of the SSRT 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