



**TRADITIONAL OWNER GROUPS**

**SUPPORT OF WIK AND WIK-WAYA  
TRADITIONAL PRACTICES AND CUSTOMS  
TOMBSTONES & TOMBSTONE FEASTING  
(INCLUDING HOUSE OPENINGS)**

**APPLICATION FORM**

Before completing this form you should read the **“Southern 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 SOUTHERN SUB-REGIONAL TRUST BOARD MEETING: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

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



**TRADITIONAL OWNER GROUPS**

**1. APPLICANT DETAILS**

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

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

Location of Tombstone/House  
Opening: \_\_\_\_\_

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.

**Please note: WCCT staff are only able to liaise with the applicant or a contact listed below.**

Name of Contact: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email (if available): \_\_\_\_\_



## **TRADITIONAL OWNER GROUPS**

### **3. FUNDING AVAILABLE**

The Southern Sub-Regional Trust is committed to help with costs to support ceremonies that form part of Wik and Wik-Waya traditional practices and customs relating to funerals.

Funding is available for:

- 1) Tombstones
- 2) T-Shirts for Tombstone Opening
- 3) Tombstone Feasting
- 4) T-Shirts for House Openings
- 5) House Opening Feasting

#### **3.1 Tombstone Assistance**

##### **Terms and Conditions**

- Applications are capped at \$8,000 and funding can be used for the purchase of the tombstone, tiles and tombstone base.
- An additional amount of \$2,500 will be made available upon application for the purchase of tombstone T-Shirts if required.
- Quote for T-Shirt must be provided at time of application.
- All applications will be considered on a case by case basis.
- Cash contributions to individuals are not permitted, and payment must be made to service providers/suppliers and not to individuals.
- Applicants are to provide a copy of a quote for the tombstone at time of application.
- 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.

***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.***

## **TRADITIONAL OWNER GROUPS**

### **3.2 Tombstone Feasting**

#### **Terms and Conditions**

- **Funding can only be applied for once the opening date has been confirmed.**
- Funding is capped at \$3,000 and will be provided for food for feasting:
  - 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 (see page 2).
- 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.
- Funding must be used within twelve (12) months and will not be rolled over unless there is an approved application for an extension.

### **3.3 House Opening – T-Shirts and Feasting**

#### **Terms and Conditions**

- The funding amount per applicant is capped at \$5,000 and may include:
- T-shirts including any freight costs (\$2,500); and
- Food for feasting (\$2,500):
  - 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 (see page 2).
- Quote for T-Shirts must be provided 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.
- 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.



**TRADITIONAL OWNER GROUPS**

**4. FUNDING REQUESTED**

Please indicate which category of funding you are applying for:

- TOMBSTONES.....Go to Page 6
- T-SHIRTS FOR TOMBSTONE OPENING.....Go to Page 6
- TOMBSTONE FEASTING.....Go to Page 7
- T-SHIRTS FOR HOUSE OPENING.....Go to Page 8
- HOUSE OPENING FEASTING.....Go to Page 8



## TRADITIONAL OWNER GROUPS

### TOMBSTONE ASSISTANCE

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

<p>Please provide some details on the Tombstone requirements? <b><i>(Please provide the name of the family member who the tombstone is for and your relationship to them)</i></b></p>	Dollar Value
<p><b><i>If funding for T-Shirts for Tombstone Opening is required, please provide a copy of your quote.</i></b></p>	



## **TRADITIONAL OWNER GROUPS**

### **TOMBSTONE FEASTING**

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

**Please note: WCCT staff will only liaise with the applicant or nominated contact on page 2.**

Please provide some details on the Tombstone Feasting requirements? Please provide name of family member whose tombstone is being opened as well as opening date etc.	Dollar Value



**TRADITIONAL OWNER GROUPS**

**HOUSE OPENINGS**

*In the box below, please provide some details on the House Opening assistance required.*

**Please note: WCCT staff will only liaise with the applicant or nominated contact on page 2.**

<p><b><i>House Opening Feasting</i></b></p> <p>Please provide some details on the House Opening such as the name of family member whose house is being opened, the street address and the opening date etc.</p>	Dollar Value
<p><b><i>House Opening T-Shirts</i></b></p> <p><i>Please provide a quote on the T-shirt being ordered.</i></p>	





**TRADITIONAL OWNER GROUPS**

**FAMILY TREE FORM**

*Please complete the Family Tree below.  
 This Family Tree must be completed in full to your  
 Grandparents and preferably to your Great Grandparents  
 where possible.*

**MOTHERS FAMILY TREE**

**FATHERS FAMILY TREE**

Great Grandmother Name _____ _____ Traditional Owner Group	Great Grandmother Name _____ _____ Traditional Owner Group	Great Grandmother Name _____ _____ Traditional Owner Group	Great Grandmother Name _____ _____ Traditional Owner Group
Great Grandfather Name _____ _____ Traditional Owner Group	Great Grandfather Name _____ _____ Traditional Owner Group	Great Grandfather Name _____ _____ Traditional Owner Group	Great Grandfather Name _____ _____ Traditional Owner Group
Grandfathers Name _____ _____ Traditional Owner Group	Grandmothers Name _____ _____ Traditional Owner Group	Grandfathers Name _____ _____ Traditional Owner Group	Grandmothers Name _____ _____ Traditional Owner Group
Mother Name _____ _____ Traditional Owner Group		Fathers Name _____ _____ Traditional Owner Group	
Applicants Name _____ _____ Traditional Owner Group		Applicants Partner _____ _____ Traditional Owner Group	



**TRADITIONAL OWNER GROUPS**

**Please complete in full**

**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 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 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.

**Unsuccessful Applicants**

You will receive a letter advising of the Board Decision.