



TRADITIONAL OWNER GROUPS

EDUCATIONAL BURSARIES
APPLICATION FORM

Before completing this form you should read the **“Southern Sub-Regional Trust 2020-2024 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 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



TRADITIONAL OWNER GROUPS

1. APPLICANT DETAILS

Name of Applicant:
(student) _____

Gender: Male or Female (please circle) _____

Student Date of Birth: _____

Name of Parent: _____

Traditional Owner Group: _____

Street Address: _____

Postal Address: _____

Phone Number: _____ Email: _____

Name of School/Institute: _____

Address: _____

Name of School Contact
Person _____

Phone Number: _____ Email: _____

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): _____

TRADITIONAL OWNER GROUPS

3. FUNDING AVAILABLE

The Southern Sub-Regional Trust supports educational opportunities for Traditional Owners through the provision of a well-structured educational bursary program.

Funding is available for:

- 1) Primary School
- 2) Secondary School
- 3) Tertiary Students
- 4) Information Technology Assistance

3.1 Primary School

Applications are capped at the amount of \$700 per student per year.

Terms and Conditions

- 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.
- 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.

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.



TRADITIONAL OWNER GROUPS

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TRADITIONAL OWNER GROUPS

3.2 Secondary School

Funding is capped at \$1,500 per child.

Additional funding for boarding students may be available on a case by case basis.

Terms and Conditions

- 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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TRADITIONAL OWNER GROUPS

3.3 Tertiary

Applicants will be assessed individually.

Terms and Conditions

- Funding includes the costs of one return trip home per year, tertiary books and fees.
- Applicants must show academic results every semester.
- Fees must be paid directly to University/ATO /Organisation.
- The purpose is to educate and develop people in the Community.
- Funding does not replace Abstudy or other government entitlements.
- Applicants must provide evidence of enrolment prior to payment of bursary funds.
- Applicants must be prepared to do work experience with Rio Tinto on term holidays.
- Funding will be deemed acquitted if all conditions are complied with.
- The SSRT 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 Southern Sub-Regional Trust Board of Directors for consideration.

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TRADITIONAL OWNER GROUPS

3.4 Information Technology Assistance

Applicants will be assessed individually.

Terms and Conditions

- The SSRT will provide \$1,500 for the purchase of a computer and software for children from years 7 to 12 in receipt of SSRT bursaries ONLY if zero unexplained absences can be shown for the previous school year.
- Funding extends to tertiary students
- Tertiary applicants must provide confirmation of enrolment.
- Funding must be paid to suppliers not to individuals.
- Funding can only be received for Information Technology Assistance every two (2) years.
- Funding will be deemed acquitted if all conditions are complied with.

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.

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TRADITIONAL OWNER GROUPS

4. FUNDING REQUESTED

Please indicate which category of funding you are applying for:

- PRIMARY SCHOOL.....Go to Page 8
- SECONDARY SCHOOL.....Go to Page 9
- TERTIARYGo to Page 10
- INFORMATION TECHNOLOGY ASSISTANCEGo to Page 11



TRADITIONAL OWNER GROUPS

PRIMARY SCHOOL

Funding is capped at \$700 per applicant. Please provide specific details on how these funds will be used in the relevant box provided below.

Book packs	Capped Amount	Dollar Value
(Please provide details of the book pack required eg Grade Two Reading List book pack)		
Uniforms and Shoes		
(Please provide details of the type and amount of uniforms desired eg two sets of Grade Five Girls school uniforms – skirts and shirts including sizes)		
School Fees		
(Please provide details of the amount of school fees)		
Have you provided a copy of latest school report, attendance and enrolment advice?	YES	NO
(These documents are mandatory and must be provided prior to consideration by the SSRT)		
Are you currently paying your child's fees to the school in instalments taken from your Centrelink or other wage?	YES	NO
(If yes, please provide the record of the amount paid so reimbursement can occur)		

Please additionally provide the following information:

Name of School _____

Year level of child _____

Note: Applicants must provide evidence of enrolment before payment of bursary funds to the school may be made. Please attach proof of school attendance (eg teacher's signed statement) and a copy of applicant's most recent school reports to this application.



TRADITIONAL OWNER GROUPS

SECONDARY SCHOOL

Funding is capped at \$1,500 per applicant Please provide specific details on how these funds will be used in the relevant box provided below. Additional funding for boarding students will be considered on a case by case basis. Please note the amount available for funding may not be enough to purchase all items you are requesting.

Books (Please provide details of books required eg Book list provided by the school is the preference)	Capped Amount	Dollar Value
Uniforms (Please provide details of the type and amount of uniforms desired eg two sets of Senior Girls school uniforms – skirts and shirts or one Senior boys sports uniform)		
Tuition/School Fees (Please provide the yearly cost of tuition fees charged by the school)		
Boarding (Please provide the yearly cost of boarding fees charged by the school)		
Is child willing to do work experience with Rio Tinto Alcan in school holidays if it is available?	YES	NO
Have you provided a copy of latest school report, attendance and enrolment advice? (These documents are mandatory and must be provided prior to consideration by the SSRT)	YES	NO
Are you currently paying your child’s fees to the school in instalments taken from your Centrelink or other wage? (If yes, please provide the record of the amount paid so reimbursement can occur)	YES	NO

Please additionally provide the following information:

Name of School _____

Year level of child _____

Note: Applicants must provide evidence of enrolment before payment of bursary funds to the school may be made. Please attach proof of school attendance (eg teacher’s signed statement) and a copy of applicant’s most recent school reports to this application. As a condition of funding we also require evidence of Abstudy eligibility.



TRADITIONAL OWNER GROUPS

TERTIARY

Please provide the following information:

Name of Tertiary _____

Location _____

Degree undertaken _____

Enrolment Status
(Full/Part Time) _____

Applicant Student
Number _____

Note: If applicant has already commenced tertiary study, please attach a copy of applicant's most recent semester report to this application.

Please provide details of financial assistance required (for example, Tuition fees of \$2,000, HELP fees of \$4,000 and so forth)

Is Applicant willing to do work experience with Rio Tinto Alcan in school holidays if it is available? Yes/No (please circle)

Note: Applicants must provide evidence of enrolment before payment of bursary funds to the Tertiary may be made. Please provide a copy of applicant's most recent academic reports with this application.



TRADITIONAL OWNER GROUPS

INFORMATION TECHNOLOGY ASSISTANCE

The SSRT will consider applications up to \$1,500 for the purchase of a computer and software for Tertiary students and students from year 7 to 12 in receipt of SSRT secondary bursaries ONLY if zero unexplained absences can be shown for the previous school year.

Information Technology Assistance	Capped Amount	Dollar Value
(Please provide details of what is required eg laptop, software, IPAD etc)		



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	
Students Name _____ _____ Traditional Owner Group		Applicants Partner _____ _____ Traditional Owner Group	

Please complete in full



TRADITIONAL OWNER GROUPS

CHECKLIST

- Most recent school report and attendance records
- Details of Abstudy entitlements (boarding students only)
- Proof of enrolment
- Family Tree form on page 11 completed

If these documents are not provided your application will not progress.

Once the application form has been completed in full and all required documents have been attached, please sign and date the declaration on page 14.



TRADITIONAL OWNER GROUPS

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 2020-2024 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 and details regarding any required tax invoice with your designated bank account details for electronic funds transfer.

Unsuccessful Applicants

You will receive a letter advising of the Boards Decision.