COMMUNITY DEVELOPMENT FUNDS

COMMUNITY WELLBEING
APPLICATION FORM

Before completing this form you should read the ***"Northern Sub-Regional Trust 2025-2029 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 or fgo2@westerncape.com.au

NAME OF APPLICANT: _____

APPLICATION MUST BE RETURNED BY: _____/_____/_____

NEXT SCHEDULED NORTHERN SUB-REGIONAL TRUST BOARD MEETING:____/___/___

LATE APPLICATIONS WILL NOT BE CONSIDERED UNTIL THE NEXT NORTHERN 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): _____

3. FUNDING AVAILABLE

The Northern Sub-Regional Trust supports funding that provides enhancement of physical well-being and provides an opportunity for all Community members from our youth to the elderly to engage in positive and developmental activities within the Community environment.

Funding is available under two categories:

1) Community Sporting Clubs

2) Community Activities, Training Camps and Programs

3.1 Community Sporting Clubs

Terms and Conditions

- Community sporting club applications are capped at $3,000, including GST per application.
- Funding can only be used for equipment, uniforms and training camps (including travel and accommodation).
- Funding must benefit the Community as a whole.
- Funding must be for the enhancement of physical and emotional well-being.
- Applicants must provide details of how funds are to be used.
- Applicants can only apply once every three (3) calendar years.
- 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 cannot be used for operating expenses such as wages, rent or electricity.
- Funding must be used in the respective calendar year and will not be rolled over to the next year unless there is an approved application for an extension.
- Funding must be acquitted per the Grant Acquittal Policy and Procedure.
- Applications will be assessed on a case by case basis.
- Applicants must provide details / quotations of how funds are to be used.
- Funding cannot be used for administration / auspicing / facilitation style fees.
- Applicants must acknowledge the NSRT for its funding support.

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

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

3.2 Community Activities, Training Camps and Programs

Applications are capped at $10,000 and applicants may only apply once per calendar year.

Terms and Conditions

- Applications are capped at $10,000 and applicants can only apply once per calendar year.
- Applications will be assessed on a case by case basis.
- Funding must be used for clinics, training or methods to educate/benefit members.
- Applicants must provide details of how funds are to be used.
- For youth programs, applicants' attendance at training camps or programs will be based on school behaviour and attendance.
- Funding must benefit the Communities of the Northern Region of the Western Cape.
- Funding must be for the enhancement of physical, mental & educational well-being.
- Funding must be paid to suppliers, not to individuals.
- Funding cannot be used for operating expenses such as wages, rent or electricity.
- Funding must be used in the respective calendar year and will not be rolled over to the next year unless there is an approved application for an extension.
- Funding must be acquitted per the Grant Acquittal Policy and Procedure.
- Funding cannot be used for administration / auspicing / facilitation style fees.
- Applicants must acknowledge the NSRT for its funding support.

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4. FUNDING REQUESTED

Please indicate which category of funding you are applying for:

☐ COMMUNITY SPORTING CLUBS…..…….Go to Page 6

☐ COMMUNITY ACTIVITIES, TRAINING CAMPS AND PROGRAMS…Go to Page 7

COMMUNITY DEVELOPMENT FUNDS

COMMUNITY SPORTING CLUBS

Applications are capped at $3,000.00.

Please be sure to provide names of team members, quotes for equipment & uniforms and a detailed budget.

Please indicate the type of sponsorship you are after by placing a tick in the box and providing specific details on how these funds will be used?

Equipment (Please provide details and quotes)	*Tick here*	Dollar Value
Uniforms (Please attach quotes)		
Training Camps or Competitions		

COMMUNITY DEVELOPMENT FUNDS

COMMUNITY ACTIVITIES, TRAINING CAMPS AND PROGRAMS

Applications are capped at $10,000.00 per Community.

In the box below, please provide specific details of the Community Activities, Training Camps and Programs grant funding required i.e. the duration and type of clinic or training:

	Dollar Value

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, Northern Sub-Regional Trust 2025-2029 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 Northern 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 Northern Sub-Regional Trust have considered my application?

Successful Applicants
Following the Northern 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
You will receive a letter advising of the Board Decision and details of why the application was not successful.