



COMMUNITY DEVELOPMENT FUNDS

**COMMUNITY WELLBEING
APPLICATION FORM**

Before completing this form you should read the “**Southern 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 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



COMMUNITY DEVELOPMENT FUNDS

1. APPLICANT DETAILS

Name of Applicant: _____

Traditional Owner Group:
(if applicable) _____

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 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.

Funding is available under two categories:

- 1) Community Sporting Clubs
- 2) Community Training Camps and Programs

3.1 Community Sporting Clubs

Terms and Conditions

- 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.
- Quotes to be provided at time of application.
- 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.

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.



COMMUNITY DEVELOPMENT FUNDS

3.2 Community Training Camps and Programs

Terms and Conditions

- 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 behavior 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.

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.



COMMUNITY DEVELOPMENT FUNDS

4. FUNDING REQUESTED

Please indicate which category of funding you are applying for:

- COMMUNITY SPORTING CLUBSGo to Page 6
- COMMUNITY TRAINING CAMPS AND PROGRAMS.....Go to Page 7



COMMUNITY DEVELOPMENT FUNDS

COMMUNITY SPORTING CLUBS

*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? **Please provide copies quotes.***

Please provide the name of your team.	
Equipment (Please provide details of the type and amount of equipment desired eg basketball hoop and eight basketballs for community basketball court)	Dollar Value
Uniforms (Please provide of the type and amount uniforms desired eg 15 soccer uniforms for boys under-8 team)	
Competitions (Please provide details of the purpose for which funding is sought and the type of expense involved eg travel and accommodation expenses for local under 18 team to attend 4 day rugby competition in Brisbane)	



COMMUNITY DEVELOPMENT FUNDS

COMMUNITY TRAINING CAMPS AND PROGRAMS

In the box below, please provide specific details of the type of funding required:

For what purpose are you seeking funding? Please provide specific details of the type of clinic or training, including training camps.	Dollar Value

Please note that attendance at training camps are to be based on school behavior and attendance.



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, Southern Sub-Regional Trust 2025-2029 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. A copy of the Grant Acquittal Form and Policy will also be sent with this letter.

Unsuccessful Applicants

You will receive a letter advising of the Boards Decision.