

Gladstone Ports Corporation (GPC)
&
First Nations Bailai, Gurang, Gooreng Gooreng, Taribelang Bunda People
Aboriginal Corporation (RNTBC)

Indigenous Land Use Agreement Implementation Committee (ILUAIC)

FUNDING APPLICATION FORM – PART A

- **Prior to completing this form please read the FUNDING APPROVAL GUIDELINES on pages 3 to 7 inclusive.
- **Ensure you have completed the CHECKLIST on page 8.
- **Have you included your letter of endorsement from the *Registered Native Title Body Corporate* (RNTBC).

If you have any queries or need assistance to complete this form, please contact:

ILUA Coordinator
Email ilua@gpcl.com.au
Ph 07 4976 1446

Completed Application Form – Part B ONLY

should be forwarded to:-

1. RNTBC c/- PCCC Trust Ltd – The General Manager, reception@pccctrust.com.au
- and
2. ILUA Implementation Committee – The Chairperson, ilua@gpcl.com.au

FUNDING APPLICATION FORM (Continued)

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FUNDING APPLICATION FORM (Continued)

FUNDING APPROVAL GUIDELINES – PART A

PURPOSE

The Port Curtis Coral Coast People (**PCCC**) and Gladstone Ports Corporation (**GPC**) are parties to an Indigenous Land Use Agreement (**ILUA**) and Ancillary Agreement, which provides consents for grants of tenure and approvals for port development, in return for benefit payments. The benefits are distributed through two funding “buckets”.

WHAT IS THE ILUA FUND

A fund has been established through the ILUA to support projects and initiatives that develop, educate and enhance the PCCC community. Funding is divided into two payment areas:-

1. GPC Program Payments (35%)
2. Direct Payments (65%)

APPLYING FOR ILUA FUNDING

Applications are invited from the PCCC Community for funding from one area:-

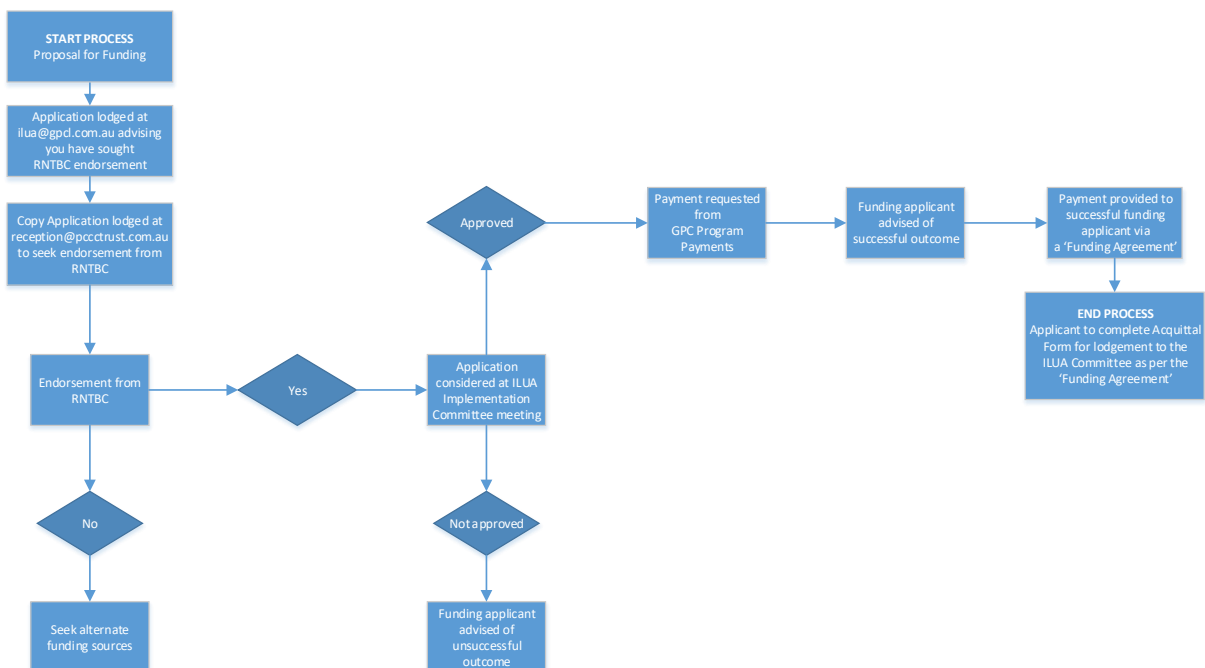
- ‘GPC Program Payments’ (with conditions)

The second payment area being ‘Direct Payments’ is paid to the RNTBC and directed to a PCCC Trust account. The ILUA Committee is not involved in relation to this payment area. Funds are distributed under the process and protocols of PCCC Limited (a charitable trust) (PCCC Trust**), mainly for socio-economic policies and funds have also been invested for the sustainability and support of future generations.

Refer to the Website [Port Curtis Coral Coast](http://www.pccctrust.com.au/)

Enter into your browser <http://www.pccctrust.com.au/>

APPLICATION PROCESS FOR ILUA FUNDING



FUNDING APPLICATION FORM (Continued)

What is PCCC's Vision and Purpose – PCCC'S Corporate Plan 2017-2030

Our Vision:- Our people will be strong, proud and empowered through cultural knowledge, quality education and economic participation and growth.

Our Purpose:- We work together with government, non-government and industry partners to: uphold our sovereignty and human rights, preserve our ancient culture, heritage and interconnection with our land sea and environment, maximise education, vocational training, employment and commercial business opportunities from all project development within our land and sea boundary, and achieve self-determination.

1. GPC PROGRAM PAYMENTS

The ILUA Ancillary Agreement sets out the following qualifying criteria for funding of an initiative or program from the GPC Program Payments bucket:-

- The funding must be spent on PCCC programs and initiatives delivered as part of GPC's core operations and established capabilities.
- GPC's Reconciliation Action Plan (RAP) is wholly funded by GPC and separate from any distributions under the ILUA. The program or initiative must be consistent with GPC's lawful obligations, reasonable corporate policies and intents (from time to time) and the maintenance of GPC's reputation (including corporate and social reputation), and be capable of delivery within GPC's usual and core business.

The Process for Considering Applications for GPC Program Payments

- PCCC members of the Committee will seek pre-approval from the RNTBC (in accordance with their policy). Note this pre-approval does not constitute a direction to any of the Committee members to approve an application, and this is still subject to the Committee's consideration of qualifying criteria and merits in subsequent steps.
- The Committee will consider whether an application satisfies the qualifying criteria.
- The PCCC members of the Committee vote on the application. An application with 75% of PCCC Committee member support is approved.
- The Committee secretariat will communicate the approval to the applicant and to GPC, which will then disburse the funds.

What is GPC's Mission Statement & Core Business?

Guidance on programs and initiatives that would be consistent with GPC's policies and which are capable of delivery within GPC's usual and core business can be obtained from the following:

- **Summary of GPC's Mission Statement:- to responsibly manage, develop and operate port facilities and services for the sustainable economic growth and social prosperity of our region, Queensland and Australia.**
- *Summary of GPC's Statement of Corporate Intent* is the document that sets out GPC's key functions as agreed with the State Government. The full version can be found on the GPC website at the following : <http://www.gpci.com.au/about-us/release-of-information>

FUNDING APPLICATION FORM (Continued)

- *Summary of GPC's Core Operations include:-*
 - Manage Port infrastructure & Cargo Handling operations for coal and other products at the three ports;
 - provide and maintain vital shipping channels;
 - develop, manage and lease strategic Port land and
 - direct responsibility for road infrastructure, pilotage services, towage services (through an exclusive licence), property services, community parklands and waste disposal services.

FUNDING APPLICATION FORM (Continued)

What is considered Eligible examples of GPC Program Payments

Projects or initiatives that COULD qualify			
Fits with GPC's usual core business operations and established capabilities			
	A program engaging PCCC Land and Sea Rangers to conduct Land Management & Maintenance of significant Port sites.		A joint venture between GPC and a PCCC entity whereby GPC divests surplus land and is reimbursed its value, and the joint venture constructs a warehouse on the land and PCCC people are employed to conduct a storage operation for GPC.
	Providing assistance (by GPC personnel and/or funding for external consultants) to PCCC claim group members and PCCC organisations with business planning and to develop tender documentation for businesses that could tender to provide services within GPC's area of operations and core business.		Funding for the employment of a PCCC person who is an experienced administrator, by PCCC Trust, to assist with the preparation of applications for funding under the ILUA.
	The full-time employment of PCCC claim group members in a cross industry operations traineeship, for 18 months with a focus on pathways to permanent employment, with appropriate mentoring. The number of PCCC members funded will be over and above the number of such trainees already committed to by GPC as business as usual.		Biosecurity – Restricted Matter (Weed) control and Biodiversity enhancement at Facing Island and non-operational areas Yarwun precinct – Fishermans Landing and Quarries. Includes applying a variety of methods (eg herbicides, removing seed heads, indigenous fire management practices) to control weeds and enhance biodiversity.
	Cultural Heritage Survey of significant sites or artefacts at Facing Island and The Narrows. Actions guided by the Heritage Surveys.		Clean up activities contributing to campaigns such as Clean Up Australia Day and Marine Debris projects.
Projects or initiatives that would NOT qualify			
Does not fit with - GPC's usual core business operations and established capabilities			
	Funding for equipment for a family day care.		Funding for a PCCC claim group creative arts exhibition.
	Funding for members of the PCCC claim group to attend a conference		Funding for NAIDOC week celebrations

FUNDING APPLICATION FORM (Continued)

CONFLICT OF INTEREST POLICY SUMMARY

It is acknowledged the inter-relationships that apply in any native title claim group membership will pose widespread potential conflicts of interest. A common sense approach must be taken in the circumstances. However a conflicts of interest policy is still important for the reputation of the members of the Committee and to ensure decisions can be justified on objective measures. The Committee has adopted a Conflicts of Interest policy, and the procedure is as follows:

- Disclosure of a potential conflict of interest arising from an application for funding, by the applicable member of the Committee.
- Depending upon the seriousness and extent of the conflict, one of the following options will be decided by the Committee for the process going forward at that particular meeting:
 - a) If the Committee decides the conflict is not material (applying common sense), a member can continue to participate and vote on the application – no proxy will be required for this application.
 - b) If the Committee decides the conflict is material enough to preclude the member from voting but is not sufficient to preclude the conflicted member from participating in discussions on the application, the conflicted member may remain and participate in the discussion alongside his or her proxy, but only the proxy shall exercise that member's vote.
 - c) If the Committee decides the conflict is an obvious and serious matter, the conflicted member is neither allowed to participate in discussion or vote, and would need to leave the meeting room for that particular matter. The member's proxy will participate in the discussions and vote on the application.

A proxy must be from the same tribal group as the conflicted member. The proxy should be properly briefed on the relevant application (in the same way a member of the Committee would be). The proxy may attend the meeting but may also telephone into the meeting if that is more convenient in the circumstances.

FUNDING APPLICATION FORM (Continued)

FUNDING APPLICATION FORM - PART B

CHECKLIST for APPLICANT

	TASK	Tick ✓ ALL Applicable boxes
	Please note: It is the responsibility of the applicant to provide all relevant paperwork.	
1	Applicant has read the Funding Application Guidelines – pages 3 to 7	
2	Applicant has completed the Funding Application in FULL	
3	Applicant has provided sufficient documentation in support eg: quotes / business plans / drawings	
4	Applicant has included a letter of endorsement from the RNTBC	
5	Applicant has signed the Declaration	
6	Applicant is aware that pending any funding approval, there will be a 'Funding Agreement' that sets out terms and conditions.	
7	Applicant is aware of an <u>Acquittal process</u> at the conclusion of their project/initiative. This Acquittal includes for example:- a) provision of receipts and/or evidence of expenditure MUST be supplied to the ILUA Committee. b) Provision of photo's where applicable. c) Provision of a report on the project/initiative. d) Advice of any external funding contributed to this project/initiative.	
8	OFFICE USE ONLY - Organisation Name – Date Received – Application Number allocation #	

FUNDING APPLICATION FORM (Continued)

APPLICATION TO BE COMPLETED - PART B

1. APPLICANT INFORMATION [PLEASE PRINT CLEARLY AND IN CAPITAL LETTERS]

ORGANISATION [ENTITY] NAME:

BRIEF DESCRIPTION OF ORGANISATION:

ABN / ICN / ACN :

STREET ADDRESS:

SUBURB:

STATE:

POSTCODE:

POSTAL ADDRESS: [if same as Street Address write 'AS ABOVE']

SUBURB:

STATE:

POSTCODE:

PHONE:

EMAIL: [Best email for ALL CORRESPONDENCE]

2. NOMINATED CONTACT

You may wish to nominate a person who can be contacted on the Organisations behalf in regards to this Funding Application. This person must be acquainted with the details of the application.

NAME OF CONTACT:

POSITION in Organisation:

PHONE:

EMAIL: [If same as Applicant Information write 'AS ABOVE']

3. PROPOSAL/ PROGRAM/INITIATIVE

TITLE: [Insert SHORT proposal title MAXIMUM 60 characters]

SUMMARY: [Insert SUMMARY description of the proposal]

4. CRITERIA

The proposal must meet the purpose of GPC's core operations and established capabilities. Refer Guidelines for GPC Program Payments.

Does the proposal meet one or more of the below categories? Insert YES or NO.

	Y/N	[If YES, please insert BRIEF explanation/description]
EDUCATION:		
TRAINING:		
CAPACITY BUILDING:		
COMMUNITY WELFARE:		
CULTURAL AWARENESS:		
EMPOWERMENT OUTCOMES:		

5. PROPOSAL OUTCOMES

FUNDING APPLICATION FORM (Continued)

Include detailed explanation of EACH of your chosen CRITERIA above, to include Benefits and KPI's (key performance indicators), measures of success, reports etc of the proposal.

This will assist with measuring your success during the Acquittal process stage.

Key Date	Key Task or Decision	Deliverable (measuring)
<i>Example – Week one – start 01/01/2000</i>	<i>Example – Advertise program</i>	<i>Example – Flyer prepared and disseminated</i>

6. FUNDING SOURCES / TYPE AND AMOUNT REQUIRED

Mandatory - Provide Quotes / Evidence

NB – Reports and Evidence of Expenditure will be required at Acquittal stage pending funding approval.

Budget Item Detail – provide evidence	Total Cost \$	What is the duration of funding eg 1yr, 2yr etc
TOTAL of Funding requested:		
Other Funding Sources:		
Have you applied for Funding from other sources for this proposal?	Yes / No	
If “Yes” please provide details including amount(s)		
Do you intend to apply for Funding from other sources for this proposal?	Yes / No	
If “Yes” please provide details including amount(s)		

7. PROPOSAL MILESTONES & REVIEWS

Insert any key milestones and how the proposal will be reviewed.

Milestones are measurable & observable and serve as progress markers (flags) on a work plan.

Identify your proposed timeline with start and end dates.

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8. OTHER INFORMATION

Insert any other relevant information if any.

FUNDING APPLICATION FORM (Continued)

9. DECLARATION

It is hereby confirmed that I, the applicant am:

1. Recognised and accepted as a traditional owner of the

Please indicate by X

- Gooreng Gooreng
 Gurang
 Bunda
 Byellee

2. PCCC Apical Ancestor

[please identify Apical, Family & Cultural group] _____

3. I enclose a letter of endorsement from the RNTBC via the PCCC Trust: Y / N

**** If endorsement is not received from the RNTBC, your application is not eligible****

- I declare that the information provided on this form is complete and accurate and that the application meets the Funding Approval Guidelines.
- I understand that this application will be considered at the next meeting of the ILUA IC meeting.
- I understand that I may be required to provide additional information.
- I understand and accept that the ILUA IC voting member decision to approve or not approve this application is final.
- I understand that if I provide false or misleading information I may be precluded from obtaining future RNTBC assistance.

Name of person completing this Form:

Signature of person completing this Form:

Date: / /