



GUMALA
Aboriginal
Corporation

ICN 2744

MEMBER SERVICES PROGRAM GUIDELINES

VERSION 2.11
JUNE 2011



DOCUMENT CONTROL

Document Name and Path:

P:\Member Services Unit\MSU administration\Guidelines2\Current MSU Guidelines as of 30.6.11\MSU Program Guidelines as of 01 06 11 Updated 11.1.12

Guidelines as of "30th June 2011"

Version 2.11 – Approved by:

Steve Mav (*Chief Executive Officer*)

30 June 2011



DEFINITIONS

“**Application Form**” meaning the official Gumala application form or a letter stating the same information

“**Beneficiaries**” will be known as Gumala Members or their children (*must be related by blood*)

“**Education Unit**” will be known as EU

“**Eligibility**”

A minimum requirement to access programs at GAC requires a Member to fulfil the following:

- Be 18 years of age or over
- Registered as a Member of GAC at the time of their application (*Pending Members cannot access funds*)

Please Note: New Members will only be entitled for the pro rata amount during the first financial year that they have been approved as a Member. For the avoidance of doubt, if a Member is approved by the Board in a particular quarter of the financial year, he/she will only be entitled to any benefits at GAC on a pro rata basis for the **following** quarters remaining in that financial year.

“**GAC Discretion**” means the Chief Executive Officer and/or his authorised delegate exercising discretion on behalf of the organisation

“**Gumala Traditional Owner**” will be known as the Gumala Member.

“**Gumala Aboriginal Corporation**” will be known as GAC or Gumala

“**General Gumala Foundation**” will be known as GGF

“**Member Services Unit**” will be known as MSU



ADDENDUM

A Immediate Family consists of:

- A.1 The parents of a Gumala Member *(spouses parents are not eligible)*
- A.2 The spouse of a Gumala Member *(must be able to show proof of partnership e.g. marriage certificate or defacto relationship for a minimum 24 months)*
- A.3 The brother & sister of a Gumala Member
- A.4 The child of a Gumala Member *(the child is under the age of 18 years old)*
- A.5 Step brothers & sisters cannot be assisted *(as per clause 3.3 of the GGF Trust Deed – Objects of Foundation)*
- A.6 A child legally adopted cannot be assisted *(as per clause 3.3 of the GGF Trust Deed – Objects of Foundation)*

Please note: A.1, A.3 and A.4 must all be a blood relation to the Gumala Member *(a birth certificate will be required (unless already provided) and children should also be registered with the GAC Education Office (unless already registered)).*

B Kinship Family consists of:

- B.1 A Member being Kinship carer of a Gumala Beneficiary
- B.2 A non member being Kinship carer of a Gumala Beneficiary
- B.3 A Member being Kinship carer of a non Gumala Beneficiary
- B.4 A non member being Kinship carer of a Gumala Member

Please note: In this instance, Beneficiary means Gumala Child.

A person claiming Kinship, seeking assistance from GAC for a Beneficiary in their care, should provide proof they are, or have been, caring for the Beneficiary for more than 24 months *(e.g. Centrelink documentation, etc)*

C GAC CEO Discretion

- C.1 The Chief Executive Officer reserves the right to make changes to this “**Guidelines Manual**” at anytime, and such changes will be provided to all Employees and Members in a timely manner.
- C.2 The Chief Executive Officer may issue a waiver on any part of this “**Guideline Manuals**” at his sole discretion.



D Members booking up goods and services

Members should **not** book up goods and services against Gumala's name.

Members are reminded:

- D.1 They should put in an application, and have the application approved, **prior** to booking goods and services
- D.2 If they have booked goods and services without funds being available Gumala **will not** cover the cost. The Member is personally liable to cover these costs.
- D.3 Members may be referred to the Board if their conduct results in :
 - D.3.1 negatively impacted on GAC's reputation
 - D.3.2 negatively impacted on the ongoing relationship built by GAC with its suppliers for the benefit of Gumala Members

Examples of this would be:

- D.3.3 Confrontational and abusive behaviour towards GAC's suppliers
- D.3.4 Property damage
- D.3.5 Unpaid bills that implicate GAC



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1.0 HEALTH AND WELL-BEING PROGRAM

1.1 Aim of the Program

The aim of the program is to improve the health and well being (H&W) of Gumala Members.

The program may to be used for the following purposes:

- 1.1.1 The purchase and repair of whitegoods (*e.g. washing machine, fridge/freezer, kitchen appliances, etc*)
- 1.1.2 The purchase and repair of household goods (*e.g. TV, DVD, Furniture, Printer, ink cartridges, stationery, etc*)
- 1.1.3 Personal Items (*e.g. clothing, children's toys, accommodation, travel, fines, etc*)
- 1.1.4 The payment of rent, electricity, water and telephone accounts (*BPay details are required*)
- 1.1.5 The repair and maintenance of a motor vehicle (*including RAC Membership*)
- 1.1.6 The purchase of motor vehicles however the Member must have a current driver's licence. (*Purchase of motor vehicles will require proof of registration. If a purchase is by private sale a transfer of ownership, registration and signed statement from seller (and buyer) **must** be provided, at GAC discretion*)
- 1.1.7 Food vouchers (*maximum value of \$400 per request per day*)
- 1.1.8 The preparation of wills (*and living wills*)
- 1.1.9 Other requests will be assessed on a case by case basis (*e.g. legal costs, etc*)

Items **not** available for purchase under this program are:

- 1.1.10 Computers
- 1.1.11 Gaming machines and associated games (*e.g. Xbox, Playstation, Wii, etc*)
- 1.1.12 Cigarettes
- 1.1.13 Alcohol
- 1.1.14 Gambling *e.g. Lotto, betting – horses, etc*



- 1.1.15 Business related costs (e.g. stock, items that will provide profit to the Member, bills, legal costs, etc)

Please note: Gumala Members can combine their HWB programs, although all Members must sign individual applications.

Members booking goods and services should comply with D.1, D.2 and D.3 (as per the addendum of the GAC MSU Guidelines).

1.2 Amount of the Program

The program will not exceed **\$2,500** (inc. GST) per member.

The program will run from **01.07.11 to 30.06.12** and left over funds from **2010/11** **WILL** be carried over (subject to the Trustee of the General Gumala Foundation agreeing to the funds being accrued, and subject to funding being provided to GAC by the Trustee).

1.3 Eligibility

Gumala Members are eligible for this program and all others if:

- 1.3.1 They are over 18 years of age
- 1.3.2 They are clearly registered as a Member of GAC at the time of their application (Pending Members cannot access funds)

Please Note: New Members will only be entitled for the pro rata amount during the first financial year that they have been approved as a Member. For the avoidance of doubt, if a Member is approved by the Board in a particular quarter of the financial year, he/she will only be entitled to any benefits at GAC on a pro rat basis for the **following** quarters remaining in that financial year.

1.4 Applying for the Program

Applicants applying for this program should:

- 1.4.1 Complete an Application Form (Form 1.0) specifying the purposes for which the program will be used (GAC can assist with this)
- 1.4.2 Attach a copy of bills and/or quotes/invoices (e.g. BPay information is required to make payment online. May not be required in the case of food and fuel or at GAC Discretion)
- 1.4.3 Provide ID to the supplier, if requested (A letter of ID can be provided by Gumala Staff. Photo ID, e.g. Drivers Licence, should be obtained from third party organisations)
- 1.4.4 Submit a letter to support your application if it is outside the guidelines (and state the exceptional circumstances why the Chief Executive Officer should exercise discretion and approve the request)



Please note: *The Chief Executive Officer ordinarily does not approve discretion if a Member does not meet the guidelines.*

1.5 Administration

- 1.5.1 Applicants will be notified of the outcome of their application within 7 working days of GAC receiving **all** required documentation.
- 1.5.2 **NO cash or other** reimbursements will be made to Members unless a subsequent application has been approved by the Chief Executive Officer and/or his delegate. For the avoidance of doubt, GAC is not required to consider any retrospective request from any member and any request considered must have receipts provided to GAC.
- 1.5.3 Payments **cannot** be made to individuals – they can only be made to third party organisations.
- 1.5.4 Benefits are **not** transferrable to other Members account.
- 1.5.5 **NO** advances on the next financial year's balances are authorised.
- 1.5.6 If an applicant is dissatisfied with the outcome of their application they can appeal against the decision in writing (*MSU Staff can assist with this*).
- 1.5.7 Changes to this program are at the GAC CEO's discretion and would be in accordance with C.1 and C.2 (*as per the addendum of the GAC MSU Guidelines*).

Reference

The Health and Well-being Program is funded in accordance with Clause 3.4 (2) of the Gumala General Foundation Trust Deed which states: "to improve the housing, living conditions, health and general standards of living of the Traditional Owners". Funds are provided under Clause 8.10 of the Gumala General Foundation Trust Deed.



2.0 MEDICAL PROGRAM

2.1 Aim of the Program

The aim of the program is to ensure that the medical health needs of Gumala Members, and Gumala Beneficiaries, are being met.

Beneficiaries and Kinship Family able to use the Medical Program would be in accordance with A.4, B.1 and B.2 (*B.1-2 – needs of the child only*) (as per the addendum of the GAC MSU Guidelines).

The program is to be used for the following purposes:

- 2.1.5 Medical costs (*e.g. Doctors appointments, x-rays, scans, scripts, etc*)
- 2.1.6 Dental care
- 2.1.7 Spectacles (*does not include sunglasses unless they are prescription glasses*)
- 2.1.8 Payment for prescribed medication expenses over and above any government subsidy, including PATS (Patient Assisted Travel Scheme), and private health insurance (*where this assistance is available*)
- 2.1.9 Reasonable over the counter medical needs *e.g. cough medicine, pain killers, etc* will be limited as they are available through the supermarket (*at GAC discretion*)

Large quantities will not be approved unless they are required for a specific medical condition or at GAC discretion (*a letter from a Medical Practitioner or Health Professional may be required*)

Vitamins and minerals will only be approved if it is beneficial to a medical condition or at GAC discretion (*a letter from a Medical Practitioner or Health Professional may be required*)

- 2.1.10 Other health needs *e.g. podiatry services, physiotherapy services and counselling services* (*therapeutic massages on both body and feet cannot be claimed unless a letter from a Medical Practitioner or Health Professional is provided to prove medical need, or at GAC discretion*)
- 2.1.11 The modification of vehicles for medical purposes

Vehicles Modified for Medical Purposes

This is not a new program but is an adjunct to the guidelines of the Medical Health Program which states: ***“The GAC CEO, or his delegate, may approve other benefits where he believes they are genuinely needed and are health related.”***



At the discretion of the GAC CEO, or his delegate, or by resolution of the GAC Directors, assistance may be given towards expenses for acquiring a vehicle which has been modified for medical purposes on the following conditions. These conditions are intended to address the extra costs of the modified vehicle (rather than meeting the costs which any family would need to meet when buying a normal vehicle):

- 2.1.11.1 The vehicle is modified to meet a specific medical condition, e.g. to adapt a vehicle to be suited to take an electrical wheel chair for a person who is quadriplegic
- 2.1.11.2 A letter must be provided by a doctor linking the medical condition with vehicle modifications
- 2.1.11.3 The GAC funding is not expected to cover the total cost of the vehicle:
 - The applicant should pay a significant proportion of the total cost of the vehicle (*but not the cost of the modifications*)
 - That an application be made to Lottery West, where appropriate
 - That other funds be sought e.g. from IBN, MIB or other agencies
- 2.1.11.4 This program does not cover the normal operating cost of the vehicle e.g. fuel, license, insurance, or repairs
- 2.1.11.5 The need for transport to attend medical appointments is not covered under this guideline
- 2.1.11.6 Assistance is only for Gumala Members who are eligible for aged or disability pension (*A current Centrelink card should be provided*)
- 2.1.11.7 Assistance will be up to a maximum of \$10,000 (*Under special circumstances, larger amounts can be granted after a full assessment and approval process as a project, at GAC discretion*)
- 2.1.11.8 Assessment will be on a case-by-case basis
- 2.1.12 Provision for accommodation, food and fuel where a medical need is required, over and above any government subsidy (*at GAC discretion*). (*This provision is aimed at Members **unable** to access appropriate medical appointments in their home town.*)



The Member is required to provide documentation of their appointment date and time (*e.g. confirmation of appointment, letter from physician or health professional, etc*).

Please note: If the Member uses the travel, accommodation and food assistance but does not attend their appointment future assistance may not be considered.

Should the application be approved the following will apply:

Travel

2.1.12.1 When applying for flights or fuel to attend an appointment the Member should make every effort to apply through PATS first (*this should be listed on your application form*)

2.1.12.2 Fuel will not be paid to attend a General Practitioner (***Specialist doctor's appointments only, amount of fuel approved will reflect the distance to be travelled and will be at GAC Discretion***)

Accommodation

2.1.12.3 When applying for accommodation to attend an appointment the Member should make every effort to apply through PATS first (*this should be listed on your application form*)

2.1.12.4 Accommodation will only be paid for the period required to attend the Specialists appointment, taking into account the time of the appointment and travel requirements (*e.g. If the appointment is at 2pm the Member will be unable to make a 4.30pm flight and so will be required to travel the following day*).

Food

2.1.12.5 When applying for meals to attend an appointment the Member should make every effort to apply through PATS first (*this should be listed on your application form*)

2.1.12.6 Meals will only be paid for the period required to attend the appointment, taking into account the time of the appointment and travel requirements (*e.g. If the appointment is at 2pm the Member will be unable to make a 4.30pm flight and so will be required to travel the following day*).

2.1.12.7 Meals will only be supplied to Members and/or their children as approved by Gumala



Please note: Should the Member wish to stay longer items such as food, accommodation and changes to travel will be at the Members cost

2.1.13 Gumala Members with ongoing medical conditions, who have large medical bills and have used the majority, or all, of their Medical funds for the financial year, will be able to use unused funds from the Computer and Sport programs.

The following conditions apply when a request to waiver funds is received:

2.1.13.1 Funds may only be transferred if there is a medical need

2.1.13.2 Funds must be available in the Computer and Sport programs for the Member to waiver them

2.1.13.3 The Member must complete a waiver form stating they understand they will not be able to access any further Computer and Sport Program funds until the next financial year (*once all the funds for the financial year have been exhausted*)

Maximum funds available to the Member, should all the funds still be available, are:

▪ Computer	- \$1,800
▪ Sport	- \$1,000
▪ Medical	- <u>\$3,200</u>
▪ Total funds	- <u>\$6,000</u>

2.1.14 The following conditions apply when a request to combine funds is received:

2.1.14.1 All registered Members must sign a separate application form

2.1.14.2 Funds must be available in the Computer and Sport programs for the Member to waiver them

2.1.14.3 Once the funds have been combined into the Medical Program (*funds will only be transferred as they are needed*) the Computer and Sport programs cannot be used until the next financial year (*should all the funds have been used*)



Please Note: If the Member is applying on behalf of a child, the child should be registered with the Education Unit (*a birth certificate will be required (unless already provided), however assistance may be approved once an application for a birth certificate has been processed by the EU or at GAC Discretion. If the Member/Child does not have a birth certificate the EU can assist with this*).

Members booking goods and services should comply with D.1, D.2 and D.3 (*as per the addendum of the GAC MSU Guidelines*).

2.2 Amount of Program

The program will not exceed **\$3,200** (*inc. GST*) per Member.

The program will run from **01.07.11 to 30.06.12** and left over funds from **2010/11** will **NOT** be carried over (*subject to funding being provided to GAC by the Trustee*).

2.3 Eligibility

Gumala Members are eligible for this program if:

- 2.3.1 They are over 18 years of age
- 2.3.2 They are clearly registered as a Member of GAC at the time of their application (*Pending Members cannot access funds*)
- 2.3.3 They are not eligible for, or are unable to obtain, sufficient assistance through government programs or other health cover (*at GAC discretion*)
- 2.3.4 They apply on behalf of a child under 18 years of age (*however the child should be registered with the EU*)

2.4 Applying for a Program

Applicants applying for this program should:

- 2.4.1 Complete an Application Form (*Form 2.0*) and/or Medical Waiver Form (*Form 2.1*) specifying the purposes for which the program will be used (*GAC can assist with this*).
- 2.4.2 Attach a copy of bills and/or quotes/invoices (*e.g. BPay information is required to make payment online. May not be required in the case of food and fuel or at GAC Discretion*)
- 2.4.3 Forward Doctor's appointment confirmations and other documents associated with the application.



- 2.4.4 Provide ID to the supplier, if requested (*A letter of ID can be provided by Gumala Staff. Photo ID, e.g. Drivers Licence, should be obtained from third party organisations*).
- 2.4.5 Submit a letter to support your application if it is outside the guidelines (*state, in as much detail as possible, the reason why your application should be considered*).

2.5 Administration

- 2.5.1 Applicants will be notified of the outcome of their application within 7 working days of GAC receiving **all** required documentation.
- 2.5.2 **NO** reimbursements will be made to Members.
- 2.5.3 Payments **cannot** be made to individuals – they can only be made to third party organisations.
- 2.5.4 Benefits are **not** transferrable to other Members account.
- 2.5.5 **NO** advances on the next financial year's balances are authorised.
- 2.5.6 If an applicant is dissatisfied with the outcome of their application they can appeal against the decision in writing (*MSU Staff can assist with this*).
- 2.5.7 Changes to this program are at the GAC CEO's discretion and would be in accordance with C.1 and C.2 (*as per the addendum of the GAC MSU Guidelines*).

Reference

The Medical Health Program is funded in accordance with Clause 3.4 (2) of the Gumala General Foundation Trust Deed which states: "to improve the housing, living conditions, health and general standards of living of the Gumala Traditional Owners". Funds are provided under Clause 8.10 of the Gumala General Foundation Trust Deed.



3.0 COMPUTER SUPPORT PROGRAM

3.1 Aim of the Program

The aim of the program is to facilitate access to information technology for Gumala Members and Gumala Beneficiaries currently undertaking studies as per eligibility

The computer program may only be accessed once per financial year and each eligible person can only receive the grant once every 3 years (*e.g. a Member, who is studying, may access the program e.g. 2009/10 financial year and would then not be eligible for further Computer assistance until 2012/13 financial year. The Member may then access the program for their child, e.g. studying in High School, in e.g. 2010/11 financial year and they will not receive assistance for that child again until 2013/14*).

An extension of the program is to provide computer equipment for Gumala decision-makers such as GAC Directors, GEPL Board language group representatives and GIPL Board language group representatives to facilitate communication and decision-making within the Gumala group through email access, internet access and word processing facilities.

Beneficiaries and Kinship Family able to use the Computer Program would be in accordance with A.4, B.1 and B.2 (*B.1-2 – needs of the child only*) (*as per the addendum of the GAC MSU Guidelines*).

The program is to be used for the following purposes:

- 3.1.1 Computer hardware
- 3.1.2 Computer software
- 3.1.3 Computer accessories *e.g. bag, etc (at the same time as computer purchase and at reasonable cost)*

Please note: The Member must contribute a minimum of 10% of the total cost of the equipment.

Equipment is to be primarily used for:

- 3.1.4 Studying accredited post compulsory vocational (*e.g. TAFE*) education or training courses for a minimum of 6 months
 - If studying a 6 month course the Member is eligible to apply for the internet access grant. (**NOT** available to High School Students)
- 3.1.5 High school study (*attendance at school may be checked prior to being approved/declined, at GAC discretion*)



- 3.1.6 Primary school study (*a letter from the teacher/principal may be required stating the benefits of the child having a computer and what programs will be accessed academically. The teacher/principal may also be asked to advise GAC on the child's attendance at school*)
- 3.1.7 Supporting GAC Directors, GEPL Board or GIPL Board language group representatives (*at GAC discretion*)
- 3.1.8 All other applications will be assessed on a case by case basis

Please note: Each eligible member can only receive the grant once every three years, at which time they are able to upgrade their current equipment.

Should the computer be lost, damaged or stolen, the recipient is responsible for replacing/repairing the computer and is not eligible to apply for another computer within the 3 year limit.

Items **not** available for purchase under this program are:

- 3.1.9 General stationery items *e.g. pens, paper, etc*
- 3.1.10 Bills *e.g. power, water, phone, etc*
- 3.1.11 Vehicle expenses

Please note: Once funds have been spent any further assistance should be applied for under the Health and Wellbeing program. Emergency funds will **NOT** be approved, except under exceptional, emergency or life threatening circumstances and only at the discretion of the CEO, or his delegate, (*a detailed letter and documentation must be received prior to the application being considered*).

Members booking goods and services should comply with D.1, D.2 and D.3 (*as per the addendum of the GAC MSU Guidelines*).

3.2 Amount of Program

The program will not exceed **\$1,800** (*inc. GST*) per eligible Member.

The maximum grant for the provision of internet access is **\$350.00** per financial year per eligible Member.



The program will run from **01.07.11 to 30.06.12** and left over funds from **2010/11** will **NOT** be carried over (*subject to funding being provided to GAC by the Trustee*).

3.3 Eligibility

Gumala Members are eligible for this program if:

- 3.3.1 They are over 18 years of age
- 3.3.2 They are clearly registered as a Member of the GAC at the time of their application (*Pending Members cannot access funds*)
- 3.3.3 They are the Beneficiary of a GAC Member (*a birth certificate will be required unless already provided to the EU or at GAC Discretion*)

3.4 Applying for a Program

Applicants applying for this program should:

- 3.4.1 Complete an Application Form (*Form 3.0*) specifying the purposes for which the program will be used (*GAC can assist with this*)
- 3.4.2 Attach a copy of bills and/or quotes/invoices (*e.g. BPay information is required to make payment online. May not be required in the case of food and fuel or at GAC Discretion*)
- 3.4.3 Provide relevant evidence of:
 - Their enrolment in an accredited course of study or traineeship.
 - Their school enrolment.
 - Their appointment as one of the Gumala Board.
- 3.4.4 Include a copy of the child's birth certificate if applying on behalf of a child (*unless previously provided or at GAC discretion*)
- 3.4.5 Provide ID to the supplier, if requested (*A letter of ID can be provided by Gumala Staff. Photo ID, e.g. Drivers Licence, should be obtained from third party organisations*)
- 3.4.6 Submit a letter to support your application if it is outside the guidelines (*state, in as much detail as possible, the reason why your application should be considered*)

3.5 Administration

- 3.5.1 Applicants will be notified of the outcome of their application within 7 working days of GAC receiving **all** required documentation.



- 3.5.2 **NO** reimbursements will be made to Members.
- 3.5.3 Payments **cannot** be made to individuals – they can only be made to third party organisations.
- 3.5.4 Benefits are **not** transferrable to other Members account.
- 3.5.5 **NO** advances on the next financial year's balances are authorised.
- 3.5.6 If an applicant is dissatisfied with the outcome of their application they can appeal against the decision in writing (*MSU Staff can assist with this*).
- 3.5.7 Changes to this program are at the GAC CEO's discretion and would be in accordance with C.1 and C.2 (*as per the addendum of the GAC MSU Guidelines*).

Reference

The Computer Support Program is funded in accordance with Clause 3.4 (3) of the Gumala General Foundation Trust Deed which states: “to provide for or undertaking of training and education of Gumala Members”. Funds are provided under Clause 8.10 of the Gumala General Foundation Trust Deed.



4.0 SPORT PROGRAM

4.1 Aim of the Program

The aim of the program is to promote the **participation** of Gumala Members and Gumala Beneficiaries in sport by providing a funding subsidy for people to participate in the event as an active participant (e.g. as a player, coach or official).

Beneficiaries and Kinship Family able to use the Sport Program would be in accordance with A.4, B.1 and B.2 (B.1-2 – needs of the child only) (as per the addendum of the GAC MSU Guidelines).

The program is to be used for the following purposes:

- 4.1.1 Participation fees e.g. Members registration on a team (*not able to pay for full teams registration*), Membership (e.g. gym, etc), pool pass, etc
- 4.1.2 Fuel, food & accommodation when competing in an event out of town e.g. North West round, etc (*not for training costs or spectators*)
- 4.1.3 Equipment costs e.g. treadmill, sport equipment, etc
- 4.1.4 Clothing costs e.g. Members uniform, sport shoes (*to be used whilst **participating** in an event*), etc
- 4.1.5 Attending traditional cultural events, not including Lore & Culture events (*documentation may be required and approval is at GAC discretion*)
- 4.1.6 Attending a church convention (*documentation may be required and approval is at GAC discretion*)
- 4.1.7 Participating in an activity conducted by an organisation (*not informal gatherings such as a family picnic, etc*) (*documentation may be required and approval is at GAC discretion*)
- 4.1.8 Members should clearly show other contributions from fund raising or sponsorship. **Note:** *Activities may not be fully funded as applicants are expected to do some fundraising (at GAC discretion)*
- 4.4.9 Members may be asked, verbally or in writing, to provide a follow up report and pictures of the activity undertaken to be displayed on the noticeboard, Gumala News or Website (*At GAC discretion. Members may be asked to sign a photo permission form*)
- 4.1.10 Recreational items at GAC discretion e.g:
 - Pushbikes (*reasonable cost & quantity*)



- Recreational classes (e.g. fees)

Please note: Recreational activities are approved on a case by case basis.

Items **not** available for purchase under this program are:

- 4.1.11 Costs associated with the Member **not** participating in a sport
- 4.1.12 Bills e.g. power, water, phone, etc
- 4.1.13 Vehicle expenses

Please note: Once funds have been spent any further assistance should be applied for under the Health and Wellbeing program. Emergency funds will **NOT** be approved, except under exceptional, emergency or life threatening circumstances and only at the discretion of the CEO, or his delegate, (a detailed letter and documentation must be received prior to the application being considered).

Members booking goods and services should comply with D.1, D.2 and D.3 (as per the addendum of the GAC MSU Guidelines).

4.2 Amount of Program

The program should not exceed **\$1,000** (inc. GST) per member.

The program will run from **01.07.11 to 30.06.12** and left over funds from **2010/11** will **NOT** be carried over (subject to funding being provided to GAC by the Trustee).

4.3 Eligibility

Gumala Members are eligible for this program if:

- 4.3.1 They are over 18 years of age
- 4.3.2 They are clearly registered as a Member of the GAC at the time of their application (Pending Members cannot access funds)

4.4 Applying for a Program

Applicants applying for this program should:

- 4.4.1 Complete an Application Form (Form 4.0) specifying the purposes for which the program will be used (GAC can assist with this)



- 4.4.2 Attach a copy of bills and/or quotes/invoices (e.g. BPay information is required to make payment online. May not be required in the case of food and fuel or at GAC Discretion)
- 4.4.3 Provide information to confirm the time and place of the event (e.g. flyer, etc)
- 4.4.4 Provide ID to the supplier, if requested (A letter of ID can be provided by Gumala Staff. Photo ID, e.g. Drivers Licence, should be obtained from third party organisations)
- 4.4.5 Submit a letter to support your application if it is outside the guidelines (state, in as much detail as possible, the reason why your application should be considered)

4.5 Administration

- 4.5.1 Applicants will be notified of the outcome of their application within 7 working days of GAC receiving **all** required documentation
- 4.5.2 **NO** reimbursements will be made to Members
- 4.5.3 Payments **cannot** be made to individuals – they can only be made to third party organisations
- 4.5.4 Benefits are **not** transferrable to other Members account
- 4.5.5 **NO** advances on the next financial year's balances are authorised
- 4.5.6 If an applicant is dissatisfied with the outcome of their application they can appeal against the decision in writing (MSU Staff can assist with this)
- 4.5.7 Changes to this program are at the GAC CEO's discretion and would be in accordance with C.1 and C.2 (as per the addendum of the GAC MSU Guidelines)

Reference

The Sport Program is funded in accordance with Clause 3.4 (2) of the Gumala General Foundation Trust Deed which states: "to improve the housing, living conditions, health and general standards of living of the Gumala Members". Funds are provided under Clause 8.10 of the Gumala General Foundation Trust Deed.



5.0 PENSIONER SUPPORT PROGRAM (CHRISTMAS BONUS)

5.1 Aim of the Program

The aim of the program is to improve the health and well being of Gumala Members who are Aged (50 and over as of the 31st of December) or Disabled Pensioners (as per their DSP Centrelink card) through providing additional assistance over the financially difficult Christmas period.

Please note: Where the Members Date of Birth is in question by GAC the Member will be asked to provide proof of age (e.g. any official document which states their DOB - birth certificate, passport, Centrelink documentation (income statement, etc), certificate of Aboriginality, etc).

The Member may access the fund in **one** of the following ways:

5.1.1 Lump sum payment of \$2900

5.1.2 Fortnightly instalment of \$111.54 (over 26 fortnights)

5.1.3 Lump sum upfront and fortnightly instalments e.g.

- Lump sum of \$1000
- Fortnightly instalments of \$73.00 (over 26 fortnights)

The payment will be made directly into the eligible Members bank account.

A statutory declaration will be required, from both the account holder and the Member, if the Member wishes to use someone else's bank account (*this paperwork is attached to the application*)

Anyone assisting a member to complete the form is required to provide their name and contact details on the Pensioner Support Application Form.

Please note: The Gumala CEO and the Board reserve the right to alter the eligibility to this program.

Members booking goods and services should comply with D.1, D.2 and D.3 (*as per the addendum of the GAC MSU Guidelines*).

5.2 Amount of Program

The program will not exceed **\$2,900** per eligible Member.

The program will run from **01.07.11 to 30.06.12** and left over funds from **2010/11** will **NOT** be carried over (*subject to funding being provided to GAC by the Trustee*).

5.3 Eligibility

Gumala Members are eligible for this program if:



- 5.3.1 They are 50 years of age and over
- 5.3.2 They produce a Centrelink Disability Pension Card (*unless already provided to GAC*)
- 5.3.3 They are clearly registered as a Member of the GAC at the time of their application (*Pending Members cannot access funds*)

5.4 Applying for the Payment

Applicants applying for this program should:

- 5.4.1 Complete an Application Form (*Form 5.0*) specifying their banking details, address and how they would like to receive the funds
- 5.4.2 Attach a copy of their current Disability Pension card (*unless already provided to GAC*)

Please note: Members on the Family Pension, Carer's allowance, etc are **not** eligible for this program

5.5 Administration

- 5.5.1 Applicants will be notified of the outcome of their application within 7 working days of GAC receiving **all** required documentation
- 5.5.2 **NO** reimbursements will be made to Members
- 5.5.3 Payments **will** be made to individuals
- 5.5.4 Benefits are **not** transferrable to other Members account
- 5.5.5 **NO** advances on the next financial year's balances are authorised
- 5.5.6 If an applicant is dissatisfied with the outcome of their application they can appeal against the decision in writing (*MSU Staff can assist with this*)
- 5.5.7 Changes to this program are at the GAC CEO's discretion and would be in accordance with C.1 and C.2 (*as per the addendum of the GAC MSU Guidelines*)



Reference

The Pensioner Support Program is funded in accordance with Clause 3.4 (2) of the Gumala General Foundation Trust Deed which states: “to improve the housing, living conditions, health and general standards of living of the Gumala Members”. Funds are provided under Clause 8.10 of the Gumala General Foundation Trust Deed.



6.0 EDUCATION ASSISTANCE PROGRAM

6.1 Primary School Education Assistance Program

6.1.1. Aim of the Program

The aim of the Primary Education Assistance Program is to improve the educational experience for Gumala Members Primary School aged children (Beneficiaries) living primarily in the Pilbara region. The objective of the Primary Education program is to raise Gumala children's literacy and numeracy standards.

Beneficiaries and Kinship Family able to use the Primary School Education Assistance Program would be in accordance with A.4, B.1 and B.2 (*B.1-2 – needs of the child only*) (as per the addendum of the GAC MSU Guidelines).

The objectives of this program are:

- 6.1.1.1 To identify Gumala children attending primary school and ensure that they are registered for the Education Assistance Program
- 6.1.1.2 To improve school attendance of Gumala children
- 6.1.1.3 To assist in improving nutrition and achieving a healthy lifestyle for Gumala children
- 6.1.1.4 To increase participation by Gumala children in all school activities
- 6.1.1.5 To increase Gumala Members participation in their children's school activities (*at GAC discretion*)

The Education Unit will formalise agreements, where applicable, with Primary Schools, primarily in the Pilbara region, for the payment of:

- 6.1.1.6 School lunches (*reasonable cost & quantity*)
- 6.1.1.7 Booklists/stationery (*reasonable cost & quantity*)
- 6.1.1.8 School uniforms (*reasonable cost & quantity*)
- 6.1.1.9 School fees
- 6.1.1.10 Extra curricula funding (*e.g. school camps, excursions, etc*)



Please note: Once funds have been spent any further assistance should be applied for under the Health and Wellbeing program. Emergency funds will **NOT** be approved, except under exceptional, emergency or life threatening circumstances and only at the discretion of the CEO, or his delegate, (*a detailed letter and documentation must be received prior to the application being considered*).

Members booking goods and services should comply with D.1, D.2 and D.3 (*as per the addendum of the GAC MSU Guidelines*).

6.1.2. Amount of Program

The program will not exceed **\$2,000** (*inc. GST*) per child.

The program will run from **01.07.11 to 30.06.12** and left over funds from **2010/11** will **NOT** be carried over (*subject to funding being provided to GAC by the Trustee*).

6.1.3. Eligibility

Gumala Members children are eligible for this program if:

- 6.1.3.1 The child is a blood relation to a Gumala Member in accordance with A.4 and B.2 (*as per the addendum of the GAC MSU Guidelines*)
- 6.1.3.2 They have provided a birth certificate
- 6.1.3.3 They are enrolled in a Primary School

Please note: A birth certificate will be required, unless already provided, however education assistance may be approved once an application for a birth certificate has been processed by the EU or at GAC Discretion, EU can assist with this.

6.1.4 Applying for a Program

Applicants for the Primary Education program should:

- 6.1.4.1 Forward bills and/or quotes/invoices with the child's name on it for payment (*e.g. BPay information is required to make payment online. May not be required in the case of food and fuel or at GAC Discretion*)
- 6.1.4.2 Have their parent/carer complete/supply the following documentation:
 - A signed registration form for each child they are registering (*Form 6.1*)



Included on this form is an authority allowing the Education Unit to receive reports from the child's school and a photo permission allowing the Education Unit to take a photo of the child for education program use *(should one be required)*

- A birth certificate for the Member/Child and/or the parent *(if needed, the EU can assist with applying for these)*
- A photo permission form allowing Gumala to publish the child's picture in the Gumala News *(or similar e.g. newspaper, etc, although this is not compulsory and is at the Members discretion)*

6.1.4.3 Provide ID to the supplier, if requested *(A letter of ID can be provided by Gumala Staff. Photo ID, e.g. Drivers Licence, should be obtained from third party organisations).*

6.1.4.4 Submit a letter to support your application if it is outside the guidelines *(state, in as much detail as possible, the reason why your application should be considered).*

6.1.5 Administration

6.1.5.1 Applicants will be notified of the outcome of their application within 7 working days of GAC receiving **all** required documentation.

6.1.5.2 **NO** reimbursements will be made to Members.

6.1.5.3 Payments **cannot** be made to individuals – they can only be made to third party organisations.

6.1.5.4 Benefits are **not** transferrable to other Members account.

6.1.5.5 **NO** advances on the next financial year's balances are authorised.

6.1.5.6 If an applicant is dissatisfied with the outcome of their application they can appeal against the decision in writing *(MSU Staff can assist with this).*

6.1.5.7 Changes to this program are at the GAC CEO's discretion and would be in accordance with C.1 and C.2 *(as per the addendum of the GAC MSU Guidelines).*



Reference

The Education Program is funded in accordance with Clause 3.4 (3) and Clause 3.4 (7) of the Gumala General Foundation Trust Deed: “to provide for or undertaking of training and education of the Gumala Members” and “to fund, administer or otherwise assist in connection with the development and implementation of Community Projects”

Funds are provided under Clause 8.3 of the Gumala General Foundation Trust Deed, which identifies Education and Training as a Trust Income Utilisation Category.



6.2 Secondary Education Assistance Program

6.2.1 Aim of the Program

The aim of the Secondary Education Assistance Program is to increase and encourage the number of Gumala children (Beneficiaries) pursuing secondary education.

Beneficiaries and Kinship Family able to use the Computer Program would be in accordance with A.4, B.1 and B.2 (*B.1-2 – needs of the child only*) (as per the addendum of the GAC MSU Guidelines).

The objectives of this program are:

- 6.2.1.1 To identify Gumala Children attending high school, and ensure they are registered for the Education Assistance Program
- 6.2.1.2 To improve school attendance and participation, increasing the percentage of Gumala Children completing year 12 and obtaining their West Australian Certificate of Education (WACE)
- 6.2.1.3 To assist in improving nutrition and achieving a healthy lifestyle for Gumala children
- 6.2.1.4 To assist and encourage the secondary education of Gumala Children pursuing non Pilbara-based secondary education
- 6.2.1.5 To foster and encourage talent (academic, sporting, musical and artistic)
- 6.2.1.6 To increase awareness of National Tertiary study options and Gumala Scholarship opportunities
- 6.2.1.7 To increase Gumala Members participation in their children's school activities (*at GAC discretion*)

The Gumala Education Unit will formalise agreements, where applicable, with Secondary Schools, primarily in the Pilbara region, for the payment of:

- 6.2.1.8 School lunches (*reasonable cost & quantity*)
- 6.2.1.9 Booklists/stationery (*reasonable cost & quantity*)
- 6.2.1.10 School uniforms (*reasonable cost & quantity*)
- 6.2.1.11 School fees



6.2.1.12 Extra curricula funding (e.g. school camps, excursions, etc at GAC discretion)

Please note: Once funds have been spent any further assistance should be applied for under the Health and Wellbeing program. Emergency funds will **NOT** be approved, except under exceptional, emergency or life threatening circumstances and only at the discretion of the CEO, or his delegate, (a detailed letter and documentation must be received prior to the application being considered).

Members booking goods and services should comply with D.1, D.2 and D.3 (as per the addendum of the GAC MSU Guidelines).

6.2.2 Amount of Program

The program will not exceed **\$2,500** (inc. GST) per student.

The program will run from **01.07.11 to 30.06.12** and left over funds from **2010/11** will **NOT** be carried over (subject to funding being provided to GAC by the Trustee).

6.2.3 Eligibility

Gumala Members children are eligible for this program if:

6.2.3.1 The child is a blood relation to a Gumala Member in accordance with A.4 and B.2 (as per the addendum of the GAC MSU Guidelines)

6.2.3.2 They have provided a birth certificate

6.2.3.3 They are enrolled in a High School.

Please note: A birth certificate will be required, unless already provided, however education assistance may be approved once an application for a birth certificate has been processed by the EU or at GAC Discretion, EU can assist with this.

6.2.4 Applying for a Program

Applicants for the Secondary Education program should:

6.2.4.1 Forward bills and/or quotes/invoices with the child's name on it for payment (e.g. BPay information is required to make payment online. May not be required in the case of food and fuel or at GAC Discretion)

6.2.4.2 Have their parent/carer complete/supply the following documentation:



- A signed registration form for each child they are registering (*Form 6.2*)

Included on this form is an authority allowing the Education Unit to receive reports from the child's school and a photo permission allowing the Education Unit to take a photo of the child for Education program use (*should one be required*)
- A birth certificate for the Member/Child and/or the parent (*if needed, the Gumala Education Unit can assist with applying for these*)
- A photo permission form allowing Gumala to publish the child's picture in the Gumala News (*or similar e.g. newspaper, etc, although this is not compulsory and is at the Members discretion*)

6.2.4.3 Provide ID to the supplier, if requested (*A letter of ID can be provided by Gumala Staff. Photo ID, e.g. Drivers Licence, should be obtained from third party organisations*).

6.2.4.4 Submit a letter to support your application if it is outside the guidelines (*state, in as much detail as possible, the reason why your application should be considered*).

6.2.5 Administration

6.2.5.1 Applicants will be notified of the outcome of their application within 7 working days of GAC receiving **all** required documentation.

6.2.5.2 **NO** reimbursements will be made to Members.

6.2.5.3 Payments **cannot** be made to individuals – they can only be made to third party organisations.

6.2.5.4 Benefits are **not** transferrable to other Members account.

6.2.5.5 **NO** advances on the next financial year's balances are authorised.

6.2.5.6 If an applicant is dissatisfied with the outcome of their application they can appeal against the decision in writing (*MSU Staff can assist with this*).

6.2.5.7 Changes to this program are at the GAC CEO's discretion and would be in accordance with C.1 and C.2 (*as per the addendum of the GAC MSU Guidelines*).



Reference

The Education Program is funded in accordance with Clause 3.4 (3) and Clause 3.4 (7) of the Gumala General Foundation Trust Deed: “to provide for or undertaking of training and education of the Gumala Members” and “to fund, administer or otherwise assist in connection with the development and implementation of Community Projects”

Funds are provided under Clause 8.3 of the Gumala General Foundation Trust Deed, which identifies Education and Training as a Trust Income Utilisation Category.



6.3 Tertiary Education Assistance Program

6.3.1 Aim of the Program

The aim of the Tertiary Education Assistance Program is to improve the number and level of tertiary qualifications achieved by Gumala Members and Gumala Beneficiaries (*under 18 years of age*).

Beneficiaries and Kinship Family able to use the Computer Program would be in accordance with A.4, B.1 and B.2 (*B.1-2 – needs of the child only*) (*as per the addendum of the GAC MSU Guidelines*).

The objectives of this program are:

- 6.3.1.1 To identify all Gumala Members and Gumala Children pursuing Tertiary Education and ensure they are registered for the Gumala Educational Assistance Program
- 6.3.1.2 To improve the education of all Gumala Members and their children
- 6.3.1.3 To increase awareness of National Tertiary Educational opportunities.

Please Note: When a child, receiving Education assistance, turns 18 their future assistance, prior to their Membership application being approved/declined, is at the discretion of GAC.

The Education Unit will make payments for the following:

- 6.3.1.4 Text books/stationery (*reasonable cost & quantity*)
- 6.3.1.5 Uniforms (*reasonable cost & quantity*)
- 6.3.1.6 Enrolment fees
- 6.3.1.7 Travel, meals, etc are at GAC discretion

Please note: Once funds have been spent any further assistance should be applied for under the Health and Wellbeing program. Emergency funds will **NOT** be approved, except under exceptional, emergency or life threatening circumstances and only at the discretion of the CEO, or his delegate, (*a detailed letter and documentation must be received prior to the application being considered*).



Members booking goods and services should comply with D.1, D.2 and D.3 (as per the addendum of the GAC MSU Guidelines).

6.3.2 Amount of Program

The program will not exceed **\$2,500** (inc. GST) per student.

The program will run from **01.07.11 to 30.06.12** and left over funds from **2010/11** will **NOT** be carried over (subject to funding being provided to GAC by the Trustee).

6.3.3 Eligibility

Gumala Members and Gumala Children are eligible for this program if:

- 6.3.3.1 The Gumala Member is:
 - Over 18 years of age.
 - Clearly registered as a Member of the GAC at the time of their application (Pending Members cannot access funds)
- 6.3.3.2 The child is a blood relation to a Gumala Member in accordance with A.4 and B.2 (as per the addendum of the GAC MSU Guidelines)
- 6.3.3.3 They have provided a birth certificate
- 6.3.3.4 They are enrolled in an accredited Tertiary Course

Please note: A birth certificate will be required, unless already provided, however education assistance may be approved once an application for a birth certificate has been processed by the EU or at GAC Discretion, EU can assist with this.

6.3.4 Applying for a Program

Applicants for the Tertiary Education program should:

- 6.3.4.1 Forward bills and/or quotes/invoices with the Member/Child's name on it for payment (e.g. BPay information is required to make payment online. May not be required in the case of food and fuel or at GAC Discretion)
- 6.3.4.2 Have completed/supplied the following documentation:
 - A signed registration form for each Member/Child they are registering (Form 6.3)

Included on this form is an authority allowing the Education Unit to receive reports from the Member/Child's school and a photo permission allowing the Education Unit to take a



photo of the Member/Child for Education program use
(should one be required)

- A birth certificate for the Member/Child and/or the parent *(if needed, the EU can assist with applying for these)*
- A photo permission form allowing Gumala to publish the Member/Child's picture in the Gumala News *(or similar e.g. newspaper, etc, although this is not compulsory and is at the Members discretion)*

6.3.4.3 Provide ID to the supplier, if requested *(A letter of ID can be provided by Gumala Staff. Photo ID, e.g. Drivers Licence, should be obtained from third party organisations).*

6.3.4.4 Submit a letter to support your application if it is outside the guidelines *(state, in as much detail as possible, the reason why your application should be considered).*

6.3.5 Administration

6.3.5.1 Applicants will be notified of the outcome of their application within 7 working days of GAC receiving **all** required documentation

6.3.5.2 **NO** reimbursements will be made to Members.

6.3.5.3 Payments **cannot** be made to individuals – they can only be made to third party organisations.

6.3.5.4 Benefits are **not** transferrable to other Members account

6.3.5.5 **NO** advances on the next financial year's balances are authorised

6.3.5.6 If an applicant is dissatisfied with the outcome of their application they can appeal against the decision in writing *(MSU Staff can assist with this)*

6.3.5.7 Changes to this program are at the GAC CEO's discretion and would be in accordance with C.1 and C.2 *(as per the addendum of the GAC MSU Guidelines)*

Reference

The Education Program is funded in accordance with Clause 3.4 (3) and Clause 3.4 (7) of the Gumala General Foundation Trust Deed: "to provide for or undertaking of training and education of the Gumala Members" and "to fund,



administer or otherwise assist in connection with the development and implementation of Community Projects”

Funds are provided under Clause 8.3 of the Gumala General Foundation Trust Deed, which identifies Education and Training as a Trust Income Utilisation Category.



6.4 Scholarship Assistance Program

6.4.1 Aim of the Program

The aim of the Scholarship Assistance Program is to increase and encourage the number of Gumala Members and Gumala Children pursuing high quality secondary and tertiary educational opportunities.

The Objectives of the Scholarship Assistance Program are:

- 6.4.1.1 To facilitate and encourage high quality Secondary and Tertiary education for both Gumala Members and Gumala Children, primarily in the Pilbara region *(a birth certificate will be required (unless already provided), however assistance may be approved once an application for a birth certificate has been processed by the EU or at GAC Discretion. If the Member/Child does not have a birth certificate the EU can assist with this)*

Especially as provided in city based private boarding schools and Tertiary Educational Institutions

Please Note: When a child, receiving Education assistance, turns 18 their future assistance, prior to their Membership application being approved/declined, is at the discretion of GAC.

The Education Unit will make payments for the following:

- 6.4.1.2 Text books/stationery *(reasonable cost & quantity)*
- 6.4.1.3 Uniforms *(reasonable cost & quantity)*
- 6.4.1.4 Enrolment fees
- 6.4.1.5 Tutoring, when proven necessary *(reasonable cost & quantity)*
- 6.4.1.6 Boarding fees *(official boarding residences)*

Please note: Once funds have been spent any further assistance should be applied for under the Health and Wellbeing program. Emergency funds will **NOT** be approved, except under exceptional, emergency or life threatening circumstances and only at the discretion of the CEO, or his delegate, *(a detailed letter and documentation must be received prior to the application being considered).*

Boarding

When seeking assistance with Boarding the Member/Child should:



6.4.1.7 Apply for residence at the Education, Training Institution or Boarding School (*keeping Gumala informed of their progress, where possible*)

6.4.1.8 Complete an ABSTUDY claim form before completing the Gumala Education Application Form and submit it to your nearest Centrelink office

Applicants will need to complete Question 74 of the ABSTUDY claim form, giving Centrelink authority to provide information on their claim form to Gumala staff Members. This is needed for ABSTUDY to establish an applicant's entitlement to benefits, in order to determine what assistance is needed in a Gumala scholarship. (*Information about what benefits are available from ABSTUDY can be obtained by calling 13 63 80 or looking on the web at: www.centrelink.gov.au*)

6.4.1.9 Where there is no gap between ABSTUDY benefits (*Living Away From Home Allowance – LAFHA - plus ABSTUDY School Fees Allowance*), and the tuition and boarding fees charged by secondary boarding schools, Gumala scholarships will not pay a contribution to tuition and boarding fees

6.4.1.10 Where there is an ABSTUDY benefits/tuition & boarding fees gap, Gumala Education Assistance will only pay tuition & boarding fees to the extent of this gap (*up to a maximum of \$10,000, at GAC Discretion*)

Please note: Levels of approved Scholarship assistance able to be provided will depend on the fees charged by each institution and the assistance available from ABSTUDY. (*Member may be requested to provide an income statement for 1 or both Parents*)

Travel Costs

6.4.1.11 In the event of ineligibility for ABSTUDY travel and a lack of availability of other state government assistance for travel, funding requests for essential travel assistance can be considered (*at GAC discretion*)

Links with Other Programs

6.4.1.12 The Education Assistance Program is designed to complement the assistance available to Indigenous students through ABSTUDY. It is also intended that the Education Assistance Program will link, where and whenever possible with:



- 6.4.1.13 Tom Price local initiatives, to improve education and training outcomes for Gumala Students and Trainees (*with additional support available from the Gumala Foundation if needed*) such as the Enrichment Centre (*Graham Farmer Foundation*).
- 6.4.1.14 City high school based initiatives to improve education outcomes for Indigenous boarding students (with additional support available for from the Foundation for Gumala boarding students if needed).
- 6.4.1.15 City post-secondary institution based initiatives to improve education outcomes for Indigenous Tertiary Students and Trainees (with additional support available from the Foundation for Gumala Tertiary Students and Trainees if needed).

Interstate Education

Requests for interstate education can be considered in special circumstances.

The Education Program is to assist the Member primarily with their education requirements.

- 6.4.1.16 If a Member has relocated from the Pilbara, or remote area, and has other external funding e.g. Hecs, Abstudy, etc and requires little assistance with fees, books and other educational items the funds may be used toward living expenses e.g. food voucher, rent, power, water (*at GAC Discretion*).

Members booking goods and services should comply with D.1, D.2 and D.3 (*as per the addendum of the GAC MSU Guidelines*).

6.4.2 Amount of Program

The program will not exceed **\$10,000** (*inc. GST*) per eligible student.

The program will run from **01.07.11 to 30.06.12** and left over funds from **2010/11** will **NOT** be carried over (*subject to funding being provided to GAC by the Trustee*).

6.4.3 Eligibility

Gumala Members and Gumala Children are eligible for this program if:

- 6.4.3.1 The Gumala Member is:
- Over 18 years of age.
 - Clearly registered as a Member of the GAC at the time of their application (*Pending Members cannot access funds*)



- 6.4.3.2 The child is a blood relation to a Gumala Member in accordance with A.4 and B.2 (*as per the addendum of the GAC MSU Guidelines*)
- 6.4.3.3 They have provided a birth certificate
- 6.4.3.4 They are enrolled in a High School or an accredited Tertiary Course
 - (A) A birth certificate will be required, unless already provided, however education assistance may be approved once an application for a birth certificate has been processed by the EU or at GAC Discretion, EU can assist with this.
 - (B) Notwithstanding the above eligibility, GAC at its absolute discretion reserves the right to restrict eligible students to one per family living outside the Pilbara and any requests (with proper justification) for funding beyond one per family, outside the Pilbara, needs to be approved by the Chief Executive Officer.

6.4.4 Applying for the Program

Applicants for the Scholarship Assistance Program must:

- 6.4.4.1 Forward bills and/or quotes/invoices with the Member/Child's name on it for payment (*e.g. BPay information is required to make payment online. May not be required in the case of food and fuel or at GAC Discretion*)
- 6.4.4.2 Have completed/supplied the following documentation:
 - A signed registration form for each Member/Child they are registering (*Form 6.4*)

Included on this form is an authority allowing the Education Unit to receive reports from the Member/Child's school and a photo permission allowing the Education Unit to take a photo of the Member/Child for Education program use (*should one be required*)
 - A birth certificate for the Member/Child and/or the parent (*if needed, the Gumala Education Unit can assist with applying for these*)
 - A photo permission form allowing Gumala to publish the Member/Child's picture in the Gumala News (*or similar e.g. newspaper, etc, although this is not compulsory and is at the Members discretion*)



- 6.4.4.3 Provide ID to the supplier, if requested (*A letter of ID can be provided by Gumala Staff. Photo ID, e.g. Drivers Licence, should be obtained from third party organisations*).
- 6.4.4.4 Submit a letter to support your application if it is outside the guidelines (*state, in as much detail as possible, the reason why your application should be considered*).

6.4.5 Administration

- 6.4.5.1 Applicants will be notified of the outcome of their application within 7 working days of GAC receiving **all** required documentation.
- 6.4.5.2 **NO** reimbursements will be made to Members.
- 6.4.5.3 Payments **cannot** be made to individuals – they can only be made to third party organisations.
- 6.4.5.4 Benefits are **not** transferrable to other Members account.
- 6.4.5.5 **NO** advances on the next financial year's balances are authorised.
- 6.4.5.6 If an applicant is dissatisfied with the outcome of their application they can appeal against the decision in writing (*MSU Staff can assist with this*).
- 6.4.5.7 Changes to this program are at the GAC CEO's discretion and would be in accordance with C.1 and C.2 (*as per the addendum of the GAC MSU Guidelines*).

Reference

The Education Program is funded in accordance with Clause 3.4 (3) and Clause 3.4 (7) of the Gumala General Foundation Trust Deed: “to provide for or undertaking of training and education of the Gumala Members” and “to fund, administer or otherwise assist in connection with the development and implementation of Community Projects”

It is noted that the Trust Deed definition of Community Projects includes “the provision of financial assistance for scholarships or grants, in whole or in part, for the education, advancement or training of any member or Members of the Members” (Definitions).



Funds are provided under Clause 8.3 of the Gumala General Foundation Trust Deed, which identifies Education and Training as a Trust Income Utilisation Category.



7.0 CRITICALLY ILL PATIENT SUPPORT PROGRAM

7.1 Aim of the Program

The aim of the program is to provide travel and accommodation subsidies to Gumala Members, Gumala Beneficiaries or Kinship family who are visiting or supporting relatives who are critically ill and are undergoing relevant specialised medical treatment that is **not** available in their home community (*at GAC discretion*).

The program will cover **up to 3** immediate family members, or kinship family to visit and support relatives who are ill, although supporting documentation should be provided **prior** to approval (*from a medical practitioner, hospital, health professional, etc or at GAC discretion*).

Please note: The CIPS program is run per financial year and not based on individual requests for different illnesses.

Where the patient is a Gumala Member the program will be placed under that Members account.

Where the patient is not a Gumala Member the program will be placed under the Gumala Member applying for the program (*e.g. in the case of a child the application would be placed under the parents account*).

Beneficiaries and Kinship Family able to use the CIPS Program would be in accordance with A.1, A.2, A.3, A.4, B.1, B.2, B.3, B.4 and B.5 (*B.1-3 – needs of the child only*) (*as per the addendum of the GAC MSU Guidelines*).

Critically Ill is defined as:

7.1.1 A grave physical condition, verging on or being in a state of health that is life threatening (*e.g. Car accident, heart attack, chemotherapy, etc*)

The program is to be used for the following purposes:

Travel

7.1.2 Travel will only be supplied to the 3 immediate Members, kinship family, and/or their children (*at GAC discretion*)

7.1.3 Travel will only be paid for the period required to assist the critically ill patient (*should the Member wish to stay longer it will be at their cost*)

Please note: Children under the age of 2 must travel with an adult (*e.g. 1 adult per 1 child*) and the child will not be counted as one of the 3 people covered under this program.



Children over the age of 2, requiring a seat, may be counted into the 3 people covered under this program (*at GAC discretion*).

Applications should be at a reasonable cost (*e.g. fuel approved will reflect the distance to be travelled, etc, and costs are to benefit the Member and Gumala Beneficiaries only*).

Accommodation

7.1.4 Accommodation will only be supplied to the 3 immediate Members, kinship family, and/or their children (*at GAC discretion*)

7.1.5 Accommodation will only be paid for the period required to assist the ill patient

Food

7.1.6 Meals will only be supplied to the 3 immediate Members, kinship family, and/or their children (*at GAC discretion*)

7.1.7 Meals will only be paid for the period required to assist the critically ill patient

Please note: Should the Member wish to stay longer items such as food, accommodation and changes to travel will be at the Members cost or at GAC discretion.

Items **not** available for purchase under this program are:

7.1.8 Bills e.g. power, water, phone

7.1.9 Vehicle expenses

Please note: Once funds have been spent any further assistance should be applied for under the Health and Wellbeing program. Emergency funds will **NOT** be approved, except under exceptional, emergency or life threatening circumstances and only at the discretion of the CEO, or his delegate, (*a detailed letter and documentation must be received prior to the application being considered*).

Members booking goods and services should comply with D.1, D.2 and D.3 (*as per the addendum of the GAC MSU Guidelines*).

7.2 Amount of Program

The program will not exceed **\$10,000** (*inc. GST*) per financial year, per approved critically ill Member.



The program will run from **01.07.11 to 30.06.12** and left over funds from **2010/11** will **NOT** be carried over (*subject to funding being provided to GAC by the Trustee*).

7.3 Eligibility

Gumala Members are eligible for this program if:

- 7.3.1 They are over 18 years of age
- 7.3.2 They are clearly registered as a Member of the GAC at the time of their application (*Pending Members cannot access funds*)
- 7.3.3 They have an immediate family, or kinship family, member currently undergoing life threatening medical treatment outside their community.
- 7.3.4 The Member may need to show if they have applied for assistance from:
 - 7.3.4.1 PATS (*available through PATS office or Regional Hospital*)
 - 7.3.4.2 Any other Organisation *e.g. IBN, MIB, etc*
 - 7.3.4.3 Personal contributions *e.g. from the Member or family*

7.4 Applying for the Program

Applicants for this program should:

- 7.4.1 Complete an Application Form (*Form 7.0*) specifying the purposes for which the program will be used (*GAC can assist with this*)
- 7.4.2 Where applicable apply for funding from other sources *e.g. PATS, IBN, MIB, etc (at GAC discretion)*. *MSU will make every effort to confirm the Member has been approved/declined funding from other organisations (at GAC discretion)*
- 7.4.3 Have written confirmation from a Doctor or Health Professional to certify that the patient is critically ill and is required to travel away from home for assessment or treatment (*verbal confirmation from a Doctor or Health Professional will be accepted in the case of extreme emergency, at GAC discretion, but should be followed up by written confirmation where ever possible*)
- 7.4.4 Attach a copy of bills and/or quotes/invoices (*e.g. BPay information is required to make payment online. May not be required in the case of food and fuel or at GAC Discretion*)



- 7.4.5 Provide ID to the supplier, if requested (*A letter of ID can be provided by Gumala Staff. Photo ID, e.g. Drivers Licence, should be obtained from third party organisations*)
- 7.4.6 Submit a letter to support your application if it is outside the guidelines (*state, in as much detail as possible, the reason why your application should be considered*)

7.5 Administration

- 7.5.1 Applicants will be notified of the outcome of their application within 7 working days of GAC receiving **all** required documentation
- 7.5.2 **NO** reimbursements will be made to Members
- 7.5.3 Payments **cannot** be made to individuals – they can only be made to third party organisations
- 7.5.4 Benefits are **not** transferrable to other Members account
- 7.5.5 **NO** advances on the next financial year's balances are authorised
- 7.5.6 If an applicant is dissatisfied with the outcome of their application they can appeal against the decision in writing (*MSU Staff can assist with this*)
- 7.5.7 Changes to this program are at the GAC CEO's discretion and would be in accordance with C.1 and C.2 (*as per the addendum of the GAC MSU Guidelines*).

Reference

The Critically Ill Patient Support Program is funded in accordance with Clause 3.4 (2) of the Gumala General Foundation Trust Deed which states: "to improve the housing, living conditions, health and general standards of living" for Gumala Members.



8.0 FUNERAL TRAVEL ASSISTANCE PROGRAM

8.1 Aim of the Program

The aim of the program is to provide assistance to the Gumala Member and Gumala Beneficiaries attending funerals. The program will assist in alleviating the financial burden of costs associated with accommodation & travel and will ensure that the cultural significance of attendance at funerals is addressed.

It is not necessary for the deceased person to have been a Gumala Member in order for Members to access these funds however confirmation of the impending funeral must be forwarded to GAC prior to applications being processed.

Beneficiaries and Kinship Family able to use the Funeral Travel Assistance Program would be in accordance with A.4, B.1 and B.2 (*B.1-2 – needs of the child only*) (as per the addendum of the GAC MSU Guidelines)

The program is to be used for the following purposes **whilst travelling** to and from the funeral:

8.1.1 Accommodation

8.1.2 Fuel

8.1.3 Food

Please note: Applications should be at a reasonable cost (*e.g. fuel approved will reflect the distance to be travelled, etc, and costs are to benefit the Member and Gumala Beneficiaries only or at GAC discretion*).

Items **not** available for purchase under this program are:

8.1.4 Vehicle repairs

8.1.5 Vehicle registrations and/or drivers licence

8.1.6 Tyres

8.1.7 Bills *e.g. power, water, phone, etc*

Please note: Once funds have been spent any further assistance should be applied for under the Health and Wellbeing program. Emergency funds will **NOT** be approved, except under exceptional, emergency or life threatening circumstances and only at the discretion of the CEO, or his delegate, (*a detailed*



letter and documentation must be received prior to the application being considered).

Members booking goods and services should comply with D.1, D.2 and D.3 (as per the addendum of the GAC MSU Guidelines).

8.2 Amount of the Program

The program will not exceed **\$1000** (inc. GST) per Member.

The program will run from **01.07.11 to 30.06.12** and left over funds from **2010/11** will **NOT** be carried over (subject to funding being provided to GAC by the Trustee).

8.3 Eligibility

Gumala Members are eligible for this program if:

8.3.1 They are over 18 years of age

8.3.2 They are clearly registered as a Member of the GAC at the time of their application (Pending Members cannot access funds)

8.4 Applying for the Program

Applicants applying for this program should:

8.4.1 Complete an Application Form (Form 8.0) specifying the purposes for which the program will be used (GAC can assist with this)

8.4.2 Attach a copy of bills and/or quotes/invoices (e.g. BPay information is required to make payment online. May not be required in the case of food and fuel or at GAC Discretion)

8.4.3 Provide confirmation of the impending funeral (e.g. death notice or funeral notice including the date and location of the service) **prior** to the application being processed

8.4.4 Provide ID to the supplier, if requested (A letter of ID can be provided by Gumala Staff. Photo ID, e.g. Drivers Licence, should be obtained from third party organisations)

8.4.5 Submit a letter to support your application if it is outside the guidelines (state, in as much detail as possible, the reason why your application should be considered)

Please note: Applications will be processed the week of the impending funeral (e.g. 3-5 days before the funeral) and other requests should be put in writing and will be at GAC discretion.



8.5 Administration

- 8.5.1 Applicants will be notified of the outcome of their application within 7 working days of GAC receiving **all** required documentation
- 8.5.2 **NO** reimbursements will be made to Members.
- 8.5.3 Payments **cannot** be made to individuals – they can only be made to third party organisations
- 8.5.4 Benefits are **not** transferrable to other Members account
- 8.5.5 **NO** advances on the next financial year's balances are authorised
- 8.5.6 If an applicant is dissatisfied with the outcome of their application they can appeal against the decision in writing (*MSU Staff can assist with this*)
- 8.5.7 Changes to this program are at the GAC CEO's discretion and would be in accordance with C.1 and C.2 (*as per the addendum of the GAC MSU Guidelines*).

Reference

The Funeral Travel Assistance Program is funded in accordance with Clause 3.4 (9) of the Gumala General Foundation Trust Deed which states: “to assist the Traditional Owners in asserting and maintaining their traditional rights to land and otherwise”. Funds are provided under Clause 8.9 of the Gumala General Foundation Trust Deed.



9.0 FUNERAL PROGRAM

9.1 Aim of the Program

The aim of the program is to provide assistance to Gumala Members, Gumala Beneficiaries and Kinship Family with the cost of funerals when faced with the passing of a family member.

The program will assist in alleviating the financial burden of costs associated with funerals and will ensure that deceased Gumala Members and family are buried with dignity and respect in a culturally sensitive way and in accordance with the wishes of their family.

Beneficiaries and Kinship Family able to use the Funeral Program would be in accordance with A.1, A.2, A.3, A.4, B.1, B.2, B.3, B.4 and B.5 (*B.1-3 – needs of the child only*) (*as per the addendum of the GAC MSU Guidelines*)

The program is to be used for the following purposes:

- 9.1.1 Undertaking costs
- 9.1.2 The purchase of a coffin
- 9.1.3 The transport of the deceased
- 9.1.4 Burial costs

After the above costs have been met the remaining funds can be used towards:

- 9.1.5 Flowers (*at reasonable costs*)
- 9.1.6 Clothing (*at reasonable costs*)
- 9.1.7 Food (*e.g. wake, etc at reasonable costs*)
- 9.1.8 Accommodation (*at reasonable costs*)
- 9.1.9 Fuel (*at reasonable costs*)

Please note: Where more than one application is received from Members/Family for the same funeral, and the Members/Family cannot agree who has the legitimate right to organise the funeral, GAC reserves the right to mediate and/or seek the guidance of the Board of Directors or recognised Elder from the deceased persons language group (*if the deceased is not a member, then from the applicants language group*).



Items **not** available for purchase under this program are:

- 9.1.10 Vehicle repairs
- 9.1.11 Vehicle registrations and/or drivers licence
- 9.1.12 Tyres
- 9.1.13 Bills e.g. power, water, phone, etc

Please note: Once funds have been spent any further assistance should be applied for under the Health and Wellbeing program. Emergency funds will **NOT** be approved, except under exceptional, emergency or life threatening circumstances and only at the discretion of the CEO, or his delegate, *(a detailed letter and documentation must be received prior to the application being considered)*.

Members booking goods and services should comply with D.1, D.2 and D.3 *(as per the addendum of the GAC MSU Guidelines)*.

9.2 Amount of the Program

The program will not exceed **\$10,000** *(inc. GST)* per approved request.

The program will run from **01.07.11 to 30.06.12** and left over funds from **2010/11** will **NOT** be carried over *(subject to funding being provided to GAC by the Trustee)*.

9.3 Eligibility

Gumala Members are eligible for this program if:

- 9.3.1 They are over 18 years of age
- 9.3.2 They are clearly registered as a Member of the GAC at the time of their application *(Pending Members cannot access funds)*
- 9.3.3 The person applying is approved under Kinship

9.4 Applying for a Program

Applicants applying for this program should:

- 9.4.1 Complete a Registration Form *(Form 9.0)* then when applying for goods and services complete the Application Form *(Form 9.1)* specifying the purposes for which the program will be used *(GAC can assist with this)*



- 9.4.2 Provide confirmation of the impending funeral (*e.g. death notice or funeral notice including the date and location of the service*) **prior** to the application being processed
- 9.4.3 Attach a copy of bills and/or quotes/invoices (*e.g. BPay information is required to make payment online. May not be required in the case of food and fuel or at GAC Discretion*)
- 9.4.4 Provide ID to the supplier, if requested (*A letter of ID can be provided by Gumala Staff. Photo ID, e.g. Drivers Licence, should be obtained from third party organisations*)
- 9.4.5 Submit a letter to support your application if it is outside the guidelines (*state, in as much detail as possible, the reason why your application should be considered*)

9.5 Administration

- 9.5.1 Applicants will be notified of the outcome of their application within 7 working days of GAC receiving **all** required documentation
- 9.5.2 **NO** reimbursements will be made to Members.
- 9.5.3 Payments **cannot** be made to individuals – they can only be made to third party organisations
- 9.5.4 Benefits are **not** transferrable to other Members account
- 9.5.5 **NO** advances on the next financial year's balances are authorised
- 9.5.6 If an applicant is dissatisfied with the outcome of their application they can appeal against the decision in writing (*MSU Staff can assist with this*)
- 9.5.7 Changes to this program are at the GAC CEO's discretion and would be in accordance with C.1 and C.2 (*as per the addendum of the GAC MSU Guidelines*).

Reference

The Funeral Assistance Program is funded in accordance with Clause 3.4 (9) of the Gumala General Foundation Trust Deed which states: "to assist the Traditional Owners in asserting and maintaining their traditional rights to land and otherwise". Funds are provided under Clause 8.9 of the Gumala General Foundation Trust Deed.



10.0 HEADSTONE PROGRAM

10.1 Aim of the Program

The aim of the program is to provide assistance to the immediate and kinship family of a deceased Gumala Member, or Gumala Beneficiary, with the cost of providing a headstone for a deceased person where there are no markings to identify the grave site.

Beneficiaries and Kinship Family able to use the Headstone Program would be in accordance with A.1, A.2, A.3, A.4, B.1, B.2, B.3, B.4 and B.5 (*B.1-3 – needs of the child only*) (*as per the addendum of the GAC MSU Guidelines*)

The program is to be used for the following purposes:

- 10.1.1 The making of the headstone
- 10.1.2 The transport of the headstone
- 10.1.3 The installation of the headstone

After the above costs have been met the remaining funds can be used towards:

- 10.1.4 Food (*e.g. wake, etc, at reasonable costs*)
- 10.1.5 Flowers (*at reasonable costs*)
- 10.1.6 Fuel (*at reasonable costs*)

Please note: Where more than one application is received from Members for the same headstone, and family Members cannot agree who has the legitimate right to organise the headstone, GAC reserves the right to mediate and/or seek the guidance of the Board of Directors or recognised Elder from the deceased persons language group (*if the deceased is not a member then from the applicants language group*).

Items **not** available for purchase under this program are:

- 10.1.7 Vehicle repairs
- 10.1.8 Vehicle registrations and/or drivers licence
- 10.1.9 Tyres
- 10.1.10 Bills *e.g. power, water, phone, etc*



Please note: Once funds have been spent any further assistance should be applied for under the Health and Wellbeing program. Emergency funds will **NOT** be approved, except under exceptional, emergency or life threatening circumstances and only at the discretion of the CEO, or his delegate, *(a detailed letter and documentation must be received prior to the application being considered)*.

Members booking goods and services should comply with D.1, D.2 and D.3 *(as per the addendum of the GAC MSU Guidelines)*.

10.2 Amount of Program

The program will not exceed **\$10,000** *(inc. GST)* per approved request.

The program will run from **01.07.11** to **30.06.12** and left over funds from **2010/11** will **NOT** be carried over *(subject to funding being provided to GAC by the Trustee)*.

10.3 Eligibility

Gumala Members are eligible for this program if:

- 10.3.1 They are over 18 years of age
- 10.3.2 They are clearly registered as a Member of the GAC at the time of their application *(Pending Members cannot access funds)*
- 10.3.3 The person applying is approved under Kinship

10.4 Applying for a Program

Applicants applying for this program should:

- 10.4.1 Complete a Registration Form *(Form 10.0)* then when applying for goods and services complete the Application Form *(Form 10.1)* specifying the purposes for which the program will be used *(GAC can assist with this)*
- 10.4.2 Provide confirmation of the funeral *(e.g. death notice or funeral notice)* and the date and location the service was held *(required only if GAC did not assist with the funeral)*
- 10.4.3 Attach a copy of bills and/or quotes/invoices *(e.g. BPay information is required to make payment online. May not be required in the case of food and fuel or at GAC Discretion)*
- 10.4.4 Provide ID to the supplier, if requested *(A letter of ID can be provided by Gumala Staff. Photo ID, e.g. Drivers Licence, should be obtained from third party organisations)*



- 10.4.5 Submit a letter to support your application if it is outside the guidelines *(state, in as much detail as possible, the reason why your application should be considered)*

Please note: GAC reserves the right to seek confirmation in the event that the relationship between an applicant and the deceased is questioned

10.5 Administration

- 10.5.1 Applicants will be notified of the outcome of their application within 7 working days of GAC receiving **all** required documentation
- 10.5.2 **NO** reimbursements will be made to Members
- 10.5.3 Payments **cannot** be made to individuals – they can only be made to third party organisations
- 10.5.4 Benefits are **not** transferrable to other Members account
- 10.5.5 **NO** advances on the next financial year's balances are authorised
- 10.5.6 If an applicant is dissatisfied with the outcome of their application they can appeal against the decision in writing (*MSU Staff can assist with this*)
- 10.5.7 Changes to this program are at the GAC CEO's discretion and would be in accordance with C.1 and C.2 (*as per the addendum of the GAC MSU Guidelines*)

Reference

The Headstone Program is funded in accordance with Clause 3.4 (9) of the Gumala General Foundation Trust Deed which states: "to assist the Traditional Owners in asserting and maintaining their traditional rights to land and otherwise". Funds are provided under Clause 8.9 of the Gumala General Foundation Trust Deed.



11.0 LORE & CULTURE TRAVEL ASSISTANCE PROGRAM

11.1 Aim of the Program

The aim of the program is to provide assistance to Gumala Members and Gumala Beneficiaries attending Lore Ceremonies. The program will assist in alleviating the financial burden of costs associated with travelling to and from the Lore ground and will ensure that the cultural significance of attendance at these ceremonies is addressed.

Beneficiaries and Kinship Family able to use the LCTA Program would be in accordance with A.4, B.1, B.2 and B.4 (*B.1, 2 & 4 – needs of the child (BOY) only*) (*as per the addendum of the GAC MSU Guidelines*)

The program is to be used for the following purposes:

- 11.1.1 Food (*at reasonable costs*)
- 11.1.2 Fuel (*at reasonable costs*)
- 11.1.3 Accommodation (*at reasonable costs*)

Items **not** available for purchase under this program are:

- 11.1.4 Vehicle repairs
- 11.1.5 Vehicle registrations and/or drivers licence
- 11.1.6 Tyres
- 11.1.7 Bills *e.g. power, water, phone, etc*
- 11.1.8 Generators
- 11.1.9 Camping supplies

Please note: Once funds have been spent any further assistance should be applied for under the Health and Wellbeing program. Emergency funds will **NOT** be approved, except under exceptional, emergency or life threatening circumstances and only at the discretion of the CEO, or his delegate, (*a detailed letter and documentation must be received prior to the application being considered*).

Members booking goods and services should comply with D.1, D.2 and D.3 (*as per the addendum of the GAC MSU Guidelines*).



11.2 Amount of the Program

The program will not exceed **\$500** (*inc. GST*) per member.

The program will run from **01.07.11 to 30.06.12** and left over funds from **2010/11** will **NOT** be carried over (*subject to funding being provided to GAC by the Trustee*).

11.3 Eligibility

Gumala Members are eligible for this program if:

- 11.3.1 They are over 18 years of age
- 11.3.2 They are clearly registered as a Member of the GAC at the time of their application (*Pending Members cannot access funds*)
- 11.3.3 GAC has received confirmation from the respective Elders that a Lore Ceremony is in progress at the specified Lore grounds

11.4 Applying for a Program

Applicants applying for this program should:

- 11.4.1 Complete an Application Form (*Form 11.0*) specifying the purposes for which the program will be used (*GAC can assist with this*)
- 11.4.2 Attach a copy of bills and/or quotes/invoices (*e.g. BPay information is required to make payment online. May not be required in the case of food and fuel or at GAC Discretion*)
- 11.4.3 Provide ID to the supplier, if requested (*A letter of ID can be provided by Gumala Staff. Photo ID, e.g. Drivers Licence, should be obtained from third party organisations*)
- 11.4.4 Submit a letter to support your application if it is outside the guidelines (*state, in as much detail as possible, the reason why your application should be considered*)

Please note: Applications will be processed 3-5 days before the Lore Ceremony, once confirmation of the Ceremony has been received. Other requests should be put in writing and will be at GAC discretion.

11.5 Administration

- 11.5.1 Applicants will be notified of the outcome of their application within 7 working days of GAC receiving **all** required documentation



- 11.5.2 **NO** reimbursements will be made to Members
- 11.5.3 Payments **cannot** be made to individuals – they can only be made to third party organisations
- 11.5.4 Benefits are **not** transferrable to other Members account
- 11.5.5 **NO** advances on the next financial year's balances are authorised
- 11.5.6 If an applicant is dissatisfied with the outcome of their application they can appeal against the decision in writing (*MSU Staff can assist with this*)
- 11.5.7 Changes to this program are at the GAC CEO's discretion and would be in accordance with C.1 and C.2 (*as per the addendum of the GAC MSU Guidelines*)

Reference

The Lore & Culture Travel Assistance Program is funded in accordance with Clause 3.4 (9) of the Gumala General Foundation Trust Deed which states: “to assist the Traditional Owners in asserting and maintaining their traditional rights to land and otherwise”. Funds are provided under Clause 8.9 of the Gumala General Foundation Trust Deed.



12.0 LORE & CULTURE FAMILY FUNDING PROGRAM

12.1 Aim of the Program

This program has been established to assist Gumala Members, Beneficiaries and Kinship family who have boys going through the Lore (*e.g. the BOY must be a Gumala Beneficiary*)

Beneficiaries and Kinship Family able to use the LCFA Program would be in accordance with A.1, B.1, and B.2 (*B.1-2 – needs of the child (BOY) only*) (*as per the addendum of the GAC MSU Guidelines*)

The following family of the boy cannot apply:

12.1.1 Aunts & Uncles

12.1.2 Grandparents

12.1.3 Other Members not immediately related to the boy

Please note: Should the parents of the boy be deceased, or not actively involved in raising the boy, an application from the above may be considered (*GAC reserves the right to seek guidance from the Lore camp Elders and/or Elders from the boys language group prior to the application being approved/declined, at GAC discretion*).

The program is to be used for the following purposes:

12.1.4 Fuel

12.1.5 Food

12.1.6 Camping equipment (*e.g. swags, blankets, cooking equipment*)

Items **not** available for purchase under this program are:

12.1.7 Vehicle repairs

12.1.8 Vehicle registrations and/or drivers licence

12.1.9 Tyres

12.1.10 Bills e.g. power, water, phone, etc

12.1.11 Generators

Please note: Once funds have been spent any further assistance should be applied for under the Health and Wellbeing program.



Emergency funds will **NOT** be approved, except under exceptional, emergency or life threatening circumstances and only at the discretion of the CEO, or his delegate, *(a detailed letter and documentation must be received prior to the application being considered)*.

Members booking goods and services should comply with D.1, D.2 and D.3 *(as per the addendum of the GAC MSU Guidelines)*.

12.2 Amount of the Program

The program will not exceed **\$5,000** *(inc. GST)*, per eligible boy, as authorised by the Elders.

The program will run from **01.07.11 to 30.06.12** and left over funds from **2010/11** will **NOT** be carried over *(subject to funding being provided to GAC by the Trustee)*.

Only one family member may apply for funding for a particular boy and the funding for that particular boy may only be accessed **once** *(e.g. the boy may only have funds claimed on his behalf **once** for attending Lore, should the boy re-attend another Lore ceremony (e.g. the next year or several years later) funds cannot be claimed again)*.

12.3 Eligibility

Gumala Members are eligible for this program if:

- 12.3.1 They are over 18 years of age
- 12.3.2 They are clearly registered as a Member of the GAC at the time of their application *(Pending Members cannot access funds)*
- 12.3.3 The person applying is approved under Kinship
- 12.3.4 GAC has received confirmation from **two respective Elders** that the Boy is eligible to attend Lore, under GAC funding, and that they approve the applicant to benefit from this assistance stating the amount of funds approved for the particular applicant

12.4 Applying for the Program

Applicants applying for this program should:

- 12.4.1 Complete a Registration Form *(Form 12.0)* then an Application Form *(Form 12.1)* specifying the purposes for which the program will be used *(GAC can assist with this)*
- 12.4.2 Request approval from two appropriate Elders, prior to making a request to GAC



- 12.4.3 Attach a copy of bills and/or quotes/invoices (e.g. BPay information is required to make payment online. May not be required in the case of food and fuel or at GAC Discretion)
- 12.4.4 Provide ID to the supplier, if requested (A letter of ID can be provided by Gumala Staff. Photo ID, e.g. Drivers Licence, should be obtained from third party organisations)
- 12.4.5 Submit a letter to support your application if it is outside the guidelines (state, in as much detail as possible, the reason why your application should be considered)

12.5 Administration

- 12.5.1 Applicants will be notified of the outcome of their application within 7 working days of GAC receiving **all** required documentation
- 12.5.2 **NO** reimbursements will be made to Members
- 12.5.3 Payments **cannot** be made to individuals – they can only be made to third party organisations
- 12.5.4 Benefits are **not** transferrable to other Members account
- 12.5.5 **NO** advances on the next financial year's balances are authorised
- 12.5.6 If an applicant is dissatisfied with the outcome of their application they can appeal against the decision in writing (MSU Staff can assist with this)
- 12.5.7 Changes to this program are at the GAC CEO's discretion and would be in accordance with C.1 and C.2 (as per the addendum of the GAC MSU Guidelines).

Reference

The Lore & Culture Family Assistance Program is funded in accordance with Clause 3.4 (9) of the Gumala General Foundation Trust Deed which states: "to assist the Traditional Owners in asserting and maintaining their traditional rights to land and otherwise". Funds are provided under Clause 8.9 of the Gumala General Foundation Trust Deed.



13.0 EMERGENCY HOUSING ASSISTANCE PROGRAM

13.1 Aim of the Program

The aim of the program is to provide housing assistance to Gumala Members in emergency, crisis and/or financial hardship situations. *(Documentation may be in the spouses name but must be in accordance with the Immediate Family Guideline as listed in the MSU Guidelines).*

The understanding of crisis, hardship and emergency are:

13.1.1 **Crisis** – A personal crisis can occur when events of an extraordinary nature trigger extreme tension and stress within an individual which require major decisions or actions to resolve.

A crisis can also be related to a change in events that comprise the day-to-day life of a person and those in their close circle. *(e.g. loss of a job, extreme financial hardship, and other situations that are life altering and require action that is outside the "normal" daily routine)*

13.1.2 **Hardship** – a condition that is difficult to endure, suffering, deprivation or oppression, unable to provide basic living essentials *(e.g. food, power, medical expenses, etc due to financial difficulty)*

13.1.3 **Emergency** – In order to be defined as an emergency, the incident should be one of the following:

- An event or circumstance that is considered out of the ordinary
- Immediately threatening to life, health, property or environment.
- Have already caused loss of life, health detriments, property damage or environmental damage
- Have a high probability of escalating to cause immediate danger to life, health, property or environment

Please note: Members must use their Health and Wellbeing funds, if available, towards these costs **before** applying for Emergency Housing assistance.

The program is to be used for the following purposes:

Rental Accommodation

13.1.5 **Bond** *(4 weeks of the weekly rental amount, not to exceed \$3,000)*
(2 weeks rent in advance is at the Members cost)



- 13.1.6 Overdue rental costs will be considered once the Member is under threat, or notice, of eviction (*proof of eviction threat/notice to be provided*) (*not to exceed \$3,000*)

Temporary Accommodation

- 13.1.7 Motels, Caravan Parks, Hostels, etc (*Member should be seeking permanent accommodation*) (*not to exceed \$3,000*)
- 13.1.8 If Member accesses temporary accommodation funds they may be unable to obtain assistance for Bond, rent, etc (*at GAC discretion*)

Mortgage Repayments

- 13.1.9 Overdue mortgage repayments will be considered once the Member has provided the 2nd or 3rd notice of foreclosure (*not to exceed \$3,000*)

Fines and penalties for late or overdue payments may be included in the above application.

Please note: The Member must list everything they wish to apply for as this program may only be accessed once over the 12 month period as per 13.2 of the MSU guidelines (*GAC can assist with this*).

- 13.1.10 The Member is required to provide documentation and a letter, listing everything they wish to apply for, (*as per the requirements list Form 13.1*) prior to their application being considered.
- 13.1.11 One application only per household (*e.g. if two Gumala Members are living in the same house only one can apply*)
- 13.1.12 The Member, Spouse and/or Defacto's name is on the rental/mortgage agreements/documentation (*spouse/defacto must meet A.2 as per the Immediate Family Guideline listed in the Addendum of MSU Guidelines*)
- 13.1.13 Funds from this program **cannot** be used in conjunction with any other program (*e.g. Education Assistance*) with exception to the Health & Wellbeing program, which should be used **before** applying for Emergency Housing Assistance
- 13.1.14 The Member is not renting a Homeswest home or any other home owned by a Government Housing Scheme.
- 13.1.15 The Member will be asked to seek assistance from other housing programs with Centrelink, Government Housing Schemes, PRAAL (Private Rental Aboriginal Assistance Loan) Scheme and other Aboriginal Corporations (*e.g. IBN, MIB*)



- 13.1.16 All money received from other sources towards rental and mortgage payments must be declared at the time of application. *(e.g. where rent assistance (e.g. Centrelink) is received the payments must be declared to GAC)*

Items not available under this program are:

- 13.1.17 Bills e.g. power, water, phone, etc
- 13.1.18 Accommodation improvements
- 13.1.19 Furniture
- 13.1.20 Clothing, food, fuel, etc

Please note: Assistance should be applied for under the Health and Wellbeing program before applying for Emergency Housing Assistance funds. Emergency funds will **NOT** be approved, except under exceptional, emergency or life threatening circumstances and only at the discretion of the CEO, or his delegate, *(a detailed letter and documentation must be received prior to the application being considered).*

Members booking goods and services should comply with D.1, D.2 and D.3 *(as per the addendum of the GAC MSU Guidelines).*

13.2 Amount of Program

The program will be based on individual assessment but will not exceed **\$3,000** *(inc. GST)* per eligible Member, per financial year *(maximum funds available).*

The program will run from **01.07.11 to 30.06.12** and left over funds from **2010/11** will **NOT** be carried over *(subject to funding being provided to GAC by the Trustee).*

13.3 Eligibility

Gumala Members are eligible for this program if:

- 13.3.1 They are over 18 years of age
- 13.3.2 They are clearly registered as a Member of the GAC at the time of their application *(Pending Members cannot access funds)*

13.4 Applying for the Program

Applicants applying for this program should:



- 13.4.1 Complete an Application Form (*Form 13.0*) using the Requirements checklist (*Form 13.1*) specifying the purposes for which the program will be used (*GAC can assist with this*)
- 13.4.2 Attach a copy of rental agreement and invoice or mortgage details as provided by the bank (*e.g. Payment information is required to make payment*)
- 13.4.3 Provide ID to the supplier, if requested (*A letter of ID can be provided by Gumala Staff. Photo ID, e.g. Drivers Licence, should be obtained from third party organisations*)
- 13.4.4 Submit a letter to support your application if it is outside the guidelines (*state, in as much detail as possible, the reason why your application should be considered*)

13.5 Administration

- 13.5.1 Applicants will be notified of the outcome of their application within 7 working days of GAC receiving **all** required documentation
- 13.5.2 **NO** reimbursements will be made to Members
- 13.5.3 Payments **cannot** be made to individuals – they can only be made to third party organisations
- 13.5.4 Benefits are **not** transferrable to other Members account
- 13.5.5 **NO** advances on the next financial year's balances are authorised
- 13.5.6 If an applicant is dissatisfied with the outcome of their application they can appeal against the decision in writing (*MSU Staff can assist with this*)
- 13.5.7 Changes to this program are at the GAC CEO's discretion and would be in accordance with C.1 and C.2 (*as per the addendum of the GAC MSU Guidelines*).

Reference

The Emergency Housing Assistance Program is funded in accordance with Clause 3.4 (2) of the Gumala General Foundation Trust Deed which states: "to improve the housing, living conditions, health and general standards of living of the Gumala Members". Funds are provided under Clause 8.10 of the Gumala General Foundation Trust Deed.



14.0 UTILITIES PROGRAM

14.1 Aim of the Program

The aim of the program is to assist Gumala Members in meeting the rising costs of essential services thereby improving the Health and Wellbeing of Gumala Members and their family.

Members may apply for up to 75% of the total cost of the bill/account per application (*not to exceed \$1,500 per financial year*) however the Member must contribute the other 25%.

Members may use their Health and Wellbeing program to cover the cost of the 25% but must first complete a Health and Wellbeing application form (*Form 1.0*).

The bill/account must be in the Members name or the Members spouse's name (**proof of relationship may be required in accordance with A.2 as per the addendum of the GAC MSU Guidelines*). Where the Member shares accommodation with other family or friends and the bill/account is not in their name proof of shared accommodation **must** be provided *e.g. lease agreement, proof of rental payments, etc.*

Once proof of shared accommodation has been obtained the bill/account will be divided accordingly *e.g. where 1 Gumala Member is sharing accommodation with 1 non Member the bill/account will be divided in two, the Gumala Member may now apply for 75% of their share of the bill (e.g. total bill is \$400 divide by 2 = \$200, 75% of \$200 is \$150, Members contribution 25% \$50).*

Should the Member be sharing with more than 1 non Member the bill will be divided to reflect this, however should the Member be sharing with another Member each Member should lodge their own application. (*MSU Staff can assist with working out the division of the bill*).

Please note: MSU Staff may take any steps necessary to obtain proof of shared accommodation, relationship, etc (*as required*).

* The shared accommodation rule above does not apply once proof of spouse has been confirmed.

The program is to be used for the following purposes:

14.1.1 Electricity

14.1.2 Water



14.1.3 Gas

This program is available to all Members who are renting, buying or in temporary accommodation.

Items **not** available under this program are:

14.1.4 Food

14.1.5 Fuel

14.1.6 Accommodation

14.1.7 Vehicle repairs, tyres and other expenses

Please note: Once funds have been spent any further assistance towards utilities bills should be applied for under the Health and Wellbeing program. Emergency funds will **NOT** be approved, except under exceptional, emergency or life threatening circumstances and only at the discretion of the CEO, or his delegate, *(a detailed letter and documentation must be received prior to the application being considered)*.

Members booking goods and services should comply with D.1, D.2 and D.3 *(as per the addendum of the GAC MSU Guidelines)*.

14.2 Amount of Program

The program will not exceed **\$1,000** *(inc. GST)* per member.

The program will run from **01.07.11 to 30.06.12** and left over funds from **2010/11** will **NOT** be carried over *(subject to funding being provided to GAC by the Trustee)*.

14.3 Eligibility

Gumala Members are eligible for this program if:

14.3.1 They are over 18 years of age

14.3.2 They are clearly registered as a Member of the GAC at the time of their application *(Pending Members cannot access funds)*

14.4 Applying for the Program

Applicants applying for this program should:



- 14.4.1 Complete an Application Form (*Form 14.0*) specifying the purposes for which the program will be used (*GAC can assist with this*)
- 14.4.2 Attach a copy of bills and/or quotes/invoices (*e.g. BPay information is required to make payment online. May not be required in the case of food and fuel or at GAC Discretion*)
- 14.4.3 Provide ID to the supplier, if requested (*A letter of ID can be provided by Gumala Staff. Photo ID, e.g. Drivers Licence, should be obtained from third party organisations*)
- 14.4.4 Submit a letter to support your application if it is outside the guidelines (*state, in as much detail as possible, the reason why your application should be considered*)

14.5 Administration

- 14.5.1 Applicants will be notified of the outcome of their application within 7 working days of GAC receiving **all** required documentation
- 14.5.2 **NO** reimbursements will be made to Members
- 14.5.3 Payments **cannot** be made to individuals – they can only be made to third party organisations
- 14.5.4 Benefits are **not** transferrable to other Members account
- 14.5.5 **NO** advances on the next financial year's balances are authorised
- 14.5.6 If an applicant is dissatisfied with the outcome of their application they can appeal against the decision in writing (*MSU Staff can assist with this*)
- 14.5.7 Changes to this program are at the GAC CEO's discretion and would be in accordance with C.1 and C.2 (*as per the addendum of the GAC MSU Guidelines*).

Reference

The Utilities Program is funded in accordance with Clause 3.4 (2) of the Gumala General Foundation Trust Deed which states: “to improve the housing, living conditions, health and general standards of living of the Gumala Members”. Funds are provided under Clause 8.10 of the Gumala General Foundation Trust Deed.



16.0 NATURAL DISASTER RELIEF PROGRAM

16.1 Aim of the Program

The aim of the program is to provide temporary emergency relief to Gumala Members, and their family, during the period of a natural disaster.

Natural disasters covered under this program are:

16.1.1 A Cyclone

Members can apply for this program when:

16.1.1.1 A Yellow Alert has been issued by FESA and the Cyclone is due to cross the coast in your immediate area

16.1.1.2 A warning has been issued by the Bureau of Meteorology and the Cyclone is due to cross the coast in your immediate area

Please note: The above alerts will only be actioned by GAC once the cyclone is imminent in your area *e.g. due to cross the coast in the next 4-8 hours (example only), during the night, etc.*

The following are the four alerts and what you should do when they are issued:

BLUE ALERT A cyclone is forecast – get ready

YELLOW ALERT A cyclone is coming – act now

RED ALERT A cyclone is about to strike – shelter now

ALL CLEAR Take care to avoid dangers caused by damage

Please note: Once the Cyclone has passed your immediate area Members can no longer access this funding, however should significant damage *e.g. no roof left on the house, etc* have occurred applications will be assessed on a case by case basis.

Gumala recommend Members living in areas prone to natural disasters be familiar with their emergency plan. Information can be obtained from FESA or their website <http://www.fesa.wa.gov.au/internet>.



16.1.2 **A Tsunami**

Members can apply for this program when:

16.1.2.1 An Alert has been issued by FESA and the Tsunami is due to impact your immediate area

16.1.2.2 A warning has been issued by the Bureau of Meteorology and the Tsunami is due to impact your immediate area

16.1.3 **A Flood**

Members can apply for this program when:

16.1.3.1 A Yellow Alert has been issued by FESA and the Flood is due to impact your immediate area

16.1.3.2 A warning has been issued by the Bureau of Meteorology and the Flood is due to impact your immediate area

16.1.4 **A Bushfire**

Members can apply for this program when:

16.1.4.1 A Yellow Alert has been issued by FESA and the Bushfire is due to impact your immediate area

16.1.4.2 A warning has been issued by the Bureau of Meteorology and the Bushfire is due to impact your immediate area

16.1.5 **Other (at GAC discretion)**

Members can apply for this program when:

16.1.5.1 A Yellow Alert has been issued by FESA and the Natural Disaster is due to impact your immediate area

16.1.5.2 Warning has been issued by the Bureau of Meteorology and the Natural Disaster is due to impact your immediate area

Please note: MSU will continuously check the path of the natural disaster, by the use of the resources available e.g. phone, website (*bom.gov.au*), etc, to ensure applications are processed when they are required e.g. prior to: the Red alert, shops closing, etc.



The program is to be used for the following purposes:

- 16.1.12 Food (*dry goods, canned food, non perishables*)
- 16.1.13 Water (*bottled*)
- 16.1.14 Emergency equipment (*torches, batteries, matches, etc*)
- 16.1.15 Baby needs (*formula, etc*)
- 16.1.16 Fuel (*a reasonable amount to get to a safe place, if time permits. **NOTE:** GAC will only assist with fuel to leave the area, the return trip is at the Members cost*)

Items **not** available under this program are:

- 16.1.17 Perishable food (*meat, frozen products, etc*)
- 16.1.18 Soft drinks, cordial, etc
- 16.1.19 Camping equipment
- 16.1.20 Cigarettes
- 16.1.21 Alcohol
- 16.1.22 Vehicle repairs, tyres, etc

Please note: Once funds have been spent any further assistance should be applied for under the Health and Wellbeing program. Emergency funds will **NOT** be approved, except under exceptional, emergency or life threatening circumstances and only at the discretion of the CEO, or his delegate, (*a detailed letter and documentation must be received prior to the application being considered*).

Members booking goods and services should comply with D.1, D.2 and D.3 (*as per the addendum of the GAC MSU Guidelines*).

16.2 Amount of Program

The program will be at GAC discretion per member per occurrence.

The program will run from 01.07.11 to 30.06.12 and left over funds from 2010/11 will **NOT** be carried over (*subject to funding being provided to GAC by the Trustee*).



16.3 Eligibility

Gumala Members are eligible for this program if:

- 16.3.1 They are over 18 years of age
- 16.3.2 They are clearly registered as a Member of the GAC at the time of their application *(Pending Members cannot access funds)*

16.4 Applying for the Program

Applicants applying for this program should:

- 16.4.1 Complete an Application Form *(Form 16.0)* specifying the purposes for which the program will be used *(GAC can assist with this)*
- 16.4.2 Provide ID to the supplier, if requested *(A letter of ID can be provided by Gumala Staff. Photo ID, e.g. Drivers Licence, should be obtained from third party organisations)*
- 16.4.3 Submit a letter to support your application if it is outside the guidelines *(state, in as much detail as possible, the reason why your application should be considered)*

16.5 Administration

- 16.5.1 Applicants will be notified of the outcome of their application within 7 working days of GAC receiving **all** required documentation
- 16.5.2 **NO** reimbursements will be made to Members
- 16.5.3 Payments **cannot** be made to individuals – they can only be made to third party organisations
- 16.5.4 Benefits are **not** transferrable to other Members account
- 16.5.5 **NO** advances on the next financial year's balances are authorised
- 16.5.6 If an applicant is dissatisfied with the outcome of their application they can appeal against the decision in writing *(MSU Staff can assist with this)*
- 16.5.7 Changes to this program are at the GAC CEO's discretion and would be in accordance with C.1 and C.2 *(as per the addendum of the GAC MSU Guidelines)*.



Reference

The Natural Disaster and Relief Program is funded in accordance with Clause 3.4 (2) of the Gumala General Foundation Trust Deed which states: “to improve the housing, living conditions, health and general standards of living of the Gumala Members”. Funds are provided under Clause 8.10 of the Gumala General Foundation Trust Deed.



COUNTRY WA VEHICLE REPAIR AND MAINTENANCE PROGRAM

22.1 Aim of the Program

The aim of the program is to assist Gumala Members with ongoing maintenance and repairs of their vehicles. This will enable members to meet their job seeking requirements, assist in their business ventures or study. The program aims to:

- 22.1.1 ensure Members can meet their job seeking requirements and obligations.
- 22.1.2 assist Gumala members who currently have a vested interest in a business
- 22.1.3 assist Gumala members in starting a small business or who have ownership/part ownership of a business.
- 22.1.4 assist Gumala members and their families undertaking their cultural obligation to their traditional lands
- 22.1.5 support single parent pensioners in their endeavour to gain employment and meet their Centrelink requirements

22.2 GAC strongly encourages its members to become self sufficient and to obtain long term employment and promote ownership of successful business ventures and enterprises.

22.3 Vehicles must be registered in the Business name (*bona fide proof of business interest will be required*), or the business partners name (*bona fide proof of business partnership will be required*), or the Gumala Member's name, or the member's spouse's name (*bona fide proof of relationship may be required in accordance with A.2 as per the addendum of the GAC MSU Guidelines*). The vehicle **must** have a current registration (*a copy of the registration will be required*).

22.4 For this purpose, a vehicle is a motor car (sedan, utility, 4WD), truck, van, trailer, passenger vehicle (seating a maximum of 8 persons) and mini buses

22.5 The program is to be used for the following purposes:

- 22.5.1 Repairs to the engine
- 22.5.2 Repairs to the body
- 22.5.3 General maintenance *e.g. service, wheel alignment, etc*
- 22.5.4 Replacement Tyres and rims
- 22.5.5 Vehicle insurance



22.5.6 Vehicle Registration

22.6 Items **not** available under this program are:

22.6.1 Vehicle or Drivers fines or court costs

22.6.2 Purchase of Vehicles (including trucks, vans, bikes, machinery)

22.6.3 Improvements or modifications to any vehicle

Please note: Once funds have been spent any further assistance should be applied for under the Health and Wellbeing program. Emergency funds will **NOT** be approved, except under exceptional, emergency or life threatening circumstances and only at the discretion of the CEO, or his delegate, (*a detailed letter and documentation must be received prior to the application being considered*).

Members booking goods and services should comply with D.1, D.2 and D.3 (*as per the addendum of the GAC MSU Guidelines*).

22.7 Amount of Program

The program will not exceed **\$1,000** (*plus GST*) per member.

The program will run from **09.01.12 to 30.06.12** and left over funds from **2011/12** will **NOT** be carried over (*this is subject to funding being provided to GAC by the Trustee of the GGF*).

22.8 Eligibility

Gumala Members are eligible for this program if:

22.8.1 The member is over 18 years of age; and

22.8.2 The member is clearly registered as a Member of GAC at the time of their application (*pending member's cannot access funds*); *and*

22.8.3 The member is registered with GAC as residing within the Pilbara, Mid West, Gascoyne or Kimberley region of WA. This is in line with clause 5.1 (1) of the Guiding Principles of the trust deed which states:

The foundation's activities are to be primarily focused on the region and the majority of the benefits of the foundation will be for the benefit of those Traditional Owners who reside in the region

and

22.8.4 The member is in receipt of a Single Parent Pension (SPP) and actively looking for work; or



22.8.5 The member is currently actively participating in a Job Services Australia (JSA) activity (Breached participants cannot apply until reinstated) and are actively seeking employment (*bona fide proof such as active job seeker number, letter from JSA provider **may** be required*); OR

22.8.6 The member is currently receiving Centrelink benefits and has a current active job seeker number and can declare that they are actively seeking employment (*bona fide proof such as letter from Centrelink showing your name and 'active' job seeker number **may** be required*); OR

22.8.7 The member is participating in NEIS (New Enterprise Incentive Scheme) through Centrelink or similar business program (*bona fide proof such as Centrelink confirmation **may** be required*). If the member does not have to have a driver's license; they **must** provide proof that the vehicle is registered to themselves or their partner (*proof of relationship may be required in accordance with A.2 as per the addendum of the GAC MSU Guidelines*). If the member does not have a driver's license and the member's partner transports the member to job related appointments the partner **must** have a current unrestricted driver's license (P plate license is acceptable); or

22.8.8 The member is undertaking a 'work ready' program (*bona fide proof such as confirmation from the registered organisation **may** be required*); OR

22.8.9 The member owns, partly owns or has a bona fide vested interest in a business (*bona fide proof such as copy of ABN, BAS statements, business contract etc **may** be required*). (If the member does not have to have a driver's license, they **must** provide proof (*such as the vehicle registration papers showing the vehicle is registered in the business name or used for business purposes*) that the vehicle is used for business purposes and the person responsible for driving the vehicle **must** have a current unrestricted driver's license (P plate license is acceptable)); or

22.8.10 The member is currently undertaking steps to start a business (*bona fide proof such as copy of ABN, business plan, contract etc **may** be required*); OR

22.8.11 The member is obtaining Heritage payments as a result of undertaking income generating activities consistent with heritage management processes on the member's traditional lands (*bona fide proof such as proof of Heritage payments, letter from mining company etc **may** be required*)

Please note: GAC, at its absolute discretion, reserves the right not to approve a member's application if GAC is not satisfied that the member meets the eligibility requirements

If members are unsure of their eligibility, please contact MSU and a



Members' Services Officer will assist you with your inquiry.

22.9 Applying for the Program

Applicants applying for this program should:

22.9.1 Complete an Application Form specifying the purposes for which the program will be used (*GAC can assist with this*)

22.9.2 Attach a copy of bills and/or quotes/invoices.

22.9.3 Provide a copy of relevant documents as per proof of eligibility (as set out above)

22.9.4 Provide a letter to the Chief Executive Officer or his delegate stating that they are obtaining Heritage payments from mining companies as a result of undertaking income generating activities consistent with practising the Lore and Culture on the member's traditional lands

22.9.5 Provide ID to the supplier, if requested (*A letter of ID can be provided by Gumala Staff. Photo ID, e.g. Drivers Licence, should be obtained from third party organisations*)

22.9.6 Submit a letter to support your application if it is outside the guidelines (*state, in as much detail as possible, the reason why your application should be considered*)

Please note: Not more than one member can apply for this program for the same vehicle, except in exceptional circumstances such as:

When a business partnership involves 2 or more members (*bona fide proof such as copy of ABN, BAS statements, business contract etc **may** be required*)

or

The business partnership involves husband and wife or de facto partners, both of which are members and providing all of the eligibility requirements are met (*bona fide proof such as copy of ABN, BAS statements, business contract etc and proof of marriage/de facto partnership **may** be required*)

22.10 Administration

22.10.1 Applicants will be notified of the outcome of their application within 7 working days of GAC receiving **all** required documentation

22.10.2 **NO** reimbursements will be made to Members



22.10.3 Payments **cannot** be made to individuals – they can only be made to third party organisations

22.10.4 Benefits are **not** transferrable to other Member's account

22.10.5 **NO** advances on the next financial year's balances are authorised

22.10.6 GAC reserves the right to make any necessary inquiries to ensure members eligibility.

22.10.7 Members must provide any relevant documentation as requested by GAC.

22.10.8 Changes to this program are at the GAC CEO's discretion and would be in accordance with C.1 and C.2 *(as per the addendum of the GAC MSU Guidelines)*.

Reference

The Country WA Vehicle Repair and Maintenance Program is funded in accordance with Clause 3.4 (5) of the Gumala General Foundation Trust Deed which states: "to assist the Traditional Owners in becoming economically independent whether by the acquisition or establishment of economic enterprises or interests therein or otherwise". Funds are provided under Clause 8.5 of the Gumala General Foundation Trust Deed.