



Australian Government

**Department of Families, Housing,
Community Services and Indigenous Affairs**

**ABORIGINALS BENEFIT ACCOUNT (ABA)
*GRANT APPLICATION FORM***

**PROPOSALS FOR AMOUNTS UP TO AND INCLUDING
\$100,000**

**For funding under section 64(4) of the *Aboriginal Land Rights
(Northern Territory) Act 1976***

IMPORTANT INFORMATION

The Aboriginals Benefit Account (ABA) is established for the receipt of statutory royalty equivalent monies generated from mining on Aboriginal land in the Northern Territory, and the distribution of these monies. In accordance with this, ABA funding is only available for projects that benefit Aboriginal people living in the Northern Territory.

If you are applying for funding, you must carefully read this application form and the *ABA Guidelines for Grant Applicants*. These documents provide essential information to help you provide us with a completed application.

Privacy and Confidentiality

The personal or business information provided in your funding application will be used for the purpose of providing advice to the Minister for Families, Housing, Community Services and Indigenous Affairs (the Minister) regarding your application for funding from the ABA. Personal information you provide is protected from disclosure and its use and collection is regulated under the *Privacy Act 1988*.

All personal or business information contained in the application may be disclosed to other parties if it is considered necessary for the purpose of making a decision on your application. It may also be considered by the Department of Families, Housing, Community Services and Indigenous Affairs (FaHCSIA, or the Department) in respect of any future application or business dealings you may have with FaHCSIA.

The Department will only release any personal or confidential business information to an individual or organisation for the purposes of considering your application. For any other disclosure the Department will seek your consent, unless the disclosure is required by law or a Court or as required by the Parliament.

Information that does not identify a particular individual or business may be used for statistical or other reporting purposes in a general way.

If you have any concerns regarding disclosure of information please note that in your application.

Accessing an application form

This application form and the *ABA Guidelines for Grant Applicants* can be downloaded from [FaHCSIA Grants & Funding](http://www.fahcsia.gov.au/grantsfunding/currentfunding/Pages/default.aspx) (www.fahcsia.gov.au/grantsfunding/currentfunding/Pages/default.aspx).

Alternatively you can contact ABA Darwin on (08) 8936 6366 if you would like an application pack sent to you.

Who can apply?

The following organisations are eligible to apply for funding:

- Incorporated associations and cooperatives (incorporated under State/Territory legislation)
- Organisations established through specific Commonwealth or State/Territory legislation, including Northern Territory Land Councils established under the *Aboriginal Land Rights (Northern Territory) Act 1976* (the ALRA)
- Aboriginal Corporations (incorporated under the *Corporations (Aboriginal and Torres Strait Islander) Act 2006*)
- Companies (incorporated under the *Corporations Act 2001*)
- Commonwealth, State/Territory or Local Government agencies

The above organisations must be registered for an **Australian Business Number (ABN)**.

Closing date for lodging applications

These grants are available throughout the year and you can apply at anytime.

The ABA Advisory Committee, which advises the Minister on the benefit of funding applications, normally meets three times a year, in April, August and December. Applications must be received at least **eight** weeks prior to a meeting to be eligible for consideration at that meeting. This timeframe is also subject to the level of information provided by you and any additional expert advice that may be required to assess your application.

The dates for Advisory Committee meetings are available on the [FaHCSIA website](http://www.fahcsia.gov.au/sa/indigenous/progserv/money/Pages/aba_committee.aspx).
(www.fahcsia.gov.au/sa/indigenous/progserv/money/Pages/aba_committee.aspx)

Preparing your application

When preparing your application you should:

- read the information contained in this application form and the *ABA Guidelines for Grant Applicants* carefully and address any specific criteria set out in the Guidelines
- provide detailed answers to each question in the application form, rather than assuming ABA staff know all about your organisation and the project for which you are seeking funding
- complete the Applicant's Certification (**Attachment A**) and have it signed by someone who is authorised to sign and submit this application on behalf of the organisation
- forward the required supporting documents to ABA Darwin

Please provide copies of documents, unless asked for as originals, as accompanying documents will not usually be returned to applicants.

Completion of the application form and the related assessment process can not be interpreted to create any binding obligations between the Department and an applicant until a Project Funding Agreement (if any) is signed, dated and exchanged by the relevant contracting parties.

Please note: The ABA **does not** provide funding to cover retrospective costs incurred before a payment has been approved and it does not cover costs incurred in the preparation of this application or related documentation.

Lodging your application

You can lodge your application with ABA Darwin either by:

1. posting your completed application form to:

FaHCSIA Northern Territory State Office Registry
ABA Darwin
GPO Box 9820
DARWIN NT 0801

Or

2. hand delivering your completed application to the reception desk at:

FaHCSIA Northern Territory State Office
Level 5
Jacana House
39-41 Woods Street
Darwin NT 0800

You are also encouraged to contact your local ABA Advisory Committee Land Council representative with details about your proposed project.

Questions about ABA grant funding

If you have any questions about applying for an ABA grant please contact ABA Darwin on (08) 8936 6366 or *email* aba@fahcsia.gov.au

16. Project Description

For Community Enhancement proposals, include details about how project will address a specific community need/issue.

17. Benefit to Aboriginal people living in the Northern Territory

Describe who will benefit from the project and what these benefits will be. Include details of any evidence you have to support your claim.

18. Provide details about any community consultations, if applicable.

Attach to this application any relevant documents, including letters of support.

19. Project Planning

Identify the key activities/tasks you will need to do to complete your project and the estimated timeframes.

20. Are there any planning approvals (including Aboriginal Areas Protection Authority Assessment) in relation to this proposal? Yes No

Details (if yes):

21. If this project involves the acquisition of an asset over \$5,000 (e.g. vehicle) provide details about who will be responsible for the ongoing management, maintenance and repair of this asset.

22. Project Governance and Management

Provide details about how the project will be managed, including who will be responsible for making decisions about the project and overseeing its implementation, including the level of involvement of local Aboriginal people and community in this. Include details of any consultants/project managers/builders to be engaged.

23. Project Budget (GST Exclusive)

Identify key income and expenditure items. The budget can be detailed here or attached as a separate document. Attach to your application any independent quotes and/or cost estimates you have obtained to assist you in determining your project budget.

24. Details about other agencies or organisations contributing funds to the project

Provide details of any funds or resources (including in-kind) to be contributed to this project from other sources, such as other Australian Government agencies, State or Local government or the corporate/ philanthropic sector. Include details about where ABA funding is being used to leverage funding from other sources.

25. If not already provided to ABA Darwin, please attach to this application your organisation's:

- | | |
|--------------------------------------------------------------|----------------------------------------------------------------------------|
| <input type="checkbox"/> latest audited financial statements | <input type="checkbox"/> most recent annual report (where one exists) |
| <input type="checkbox"/> incorporation documents | <input type="checkbox"/> strategic and/or business plan (where one exists) |
| <input type="checkbox"/> key operational policies/procedures | <input type="checkbox"/> risk management plan (where one exists) |
| <input type="checkbox"/> constitution | |

Applicant's Certification

This Certification must be completed and attached to your application for funding.

I/We certify that the information in this application is, to the best of my knowledge, true and correct.

I/We understand that any omission or false statement made in the application may result in the Commonwealth Government withdrawing its funding.

I/We acknowledge that it is an offence under the Commonwealth Criminal Code for a person to give information to a Commonwealth entity, knowing that the information is either false or misleading or omits any matter or thing without which the information is misleading.

I/We agree that the Department of Families, Housing, Community Services and Indigenous Affairs may contact individuals or organisations mentioned in this application and other government agencies to verify any matter relevant to the submission for the purposes of appraising the submission.

I/We acknowledge that the Australian Government has the right to request additional information from us or from regulatory bodies for the purposes of appraising the application.

I/We authorise the Department of Families, Housing, Community Services and Indigenous Affairs to discuss this application with other Government agencies (including state/territory agencies and local government) which have a legitimate interest in the funding and to provide them with any document or information relevant to the application including funding history.

I/We understand that funding for the application may be approved in part or not at all.

This funding application has the support of the Organisation's Board/Governing Committee and I am authorised to lodge the application on behalf of the organisation.

Applicant Signature (to be signed by an authorised officer/CEO)

- The Executive/Governing Body has approved the submission at a duly constituted meeting held on / / ; or
- I have the authority of the Executive/Governing Body to submit this submission for funding.

Common Seal

(Signature)

(Name)

___/___/___
(date)