



FUNERAL TRAVEL ASSISTANCE

Application Form

Funeral Travel Grant Program

- Definition:** The Funeral Travel Grant Program provides financial assistance to individuals to cover costs linked to funeral travel. Council recognises that funerals are a culturally significant event in the community.
- Available Funding:** Individual: up to \$5000 (ex GST) in addition to any in-kind contributions (if applicable).
*Applications above \$5000 due to special circumstances may be reviewed under eligibility criteria.
- Eligibility and Assessment:** Applications will be assessed against eligibility criteria as defined in the Community Grants Policy.
- Application Submissions:** Applications can be submitted at any time throughout the financial year to any Council Divisional Offices or via email to Community.Grants@tsirc.qld.gov.au
Allow a minimum of three (3) business days for the Council Officer to review the application and obtain approvals.

INFORMATION PRIVACY STATEMENT

Your Personal Information is protected by law and can only be released to someone else where authorised by law or where you give your permission. Council is collecting our personal information contained in this document for the purpose of assessment, administration and evaluation. This collection of Personal Information is authorised by law under the information Privacy Act 2f009. It is Council 's usual practice that the personal information contained in this document is disclosed to Council's external auditors and published on Council's website and in Council's Annual Financial Statement as part of compliance with the local Government Regulation 2012. By signing this declaration/application you consent to such a disclosure and publication.

Application instruction:

Fill out all fields in the form below and attach any supporting documentation at the time of application submission. At application submission supply quotes only and do not confirm or make bookings with suppliers until grant approval notification is received.

See page 1 for information related to definitions, timing, available funding and how to submit an application.

Applicant Details	
Given Name:	Family Name:
Street Address:	
Phone No:	Email Address:
Funeral Details (Include Community Flyer)	
Funeral Date:	Funeral Location:
Financial Assistance Sought From Council	
Financial Assistance \$ (please provide quotes)	
Being for:	
Travel to attend funeral: (please provide quotes)	
Being for:	
Payment – Purchase Order Details	
All payment will be made directly to the relevant supplier/s	
Supplier	Amount (Quotes Attached)

Agreement and Signature	
I, the undersigned, certify that:	
<ul style="list-style-type: none">To the best of my knowledge, the information given in this document is true and accurate;I have read and understood the Community Grants Policy (available at www.tsirc.qld.gov.au) andI understand if Torres Strait Island Regional Council approves the grant, I will be bound by the contents of this application, to carry out the project as described in this application.	
Name:	
Signature:	Date:



Office Use Only		Application Number FT2024-	
Divisional Manager to complete:			
Has 'ground truthing' been completed		Yes	No
Is the applicant eligible under 'ground truthing'?		Yes	No
Approved		Yes	No
Name (Print):			
Signature:		Date:	
Divisional Councillor to complete:			
Conflict of Interest:		Yes	No
If Yes please supply details:			
Approved		Yes	No
Name (Print):			
Signature:		Date:	
Executive Director 1 to complete:			
Approved		Yes	No
Name (Print):			
Signature:		Date:	
Executive Director 2 to complete:			
Approved		Yes	No
Name (Print):			
Signature:		Date:	
Chief Executive Officer to complete:			
Approved		Yes	No
Name (Print):			
Signature:		Date:	

