

# FUNERAL ASSISTANCE POLICY



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This policy applies to: **All Directors, Employees and Members of GLaWAC**

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## **1.0 Purpose**

This policy aims to provide assistance towards the funeral costs of a Gunaikurnai person and will assist in alleviating the financial burden placed on families of the deceased Gunaikurnai person as a result of funeral expenses.

## **2.0 When does this policy apply?**

This policy will apply on the passing of a Gunaikurnai person and will commence on 20 September 2021

## **3.0 Accountability**

**Board** - are the approver for this Policy

**CEO** - is accountable to ensure the board is informed of suggested changes

**General Manager Corporate Services** - Accountable to CEO for the administration of the Policies operation and ensure Tax Office compliance.

**Admin Team** - responsible to support the GM Corp. Services and team in the administration and communication of applications.

**Media Communications Manager** - accountable to ensure current versions is available on Public website.

## **4.0 Funeral Fund application**

The total amount payable is fixed at \$4000.00 per deceased person. This amount is fixed regardless of whether GLaWAC receives multiple applications per deceased person. This amount will be reviewed regularly by the GLaWAC Board of Directors to ensure the ongoing sustainability of the funeral assistance policy.

Funeral Assistance will only be paid upon provision to GLaWAC;

- a completed application form, and
- an invoice from the given funeral company or provider

GLaWAC will pay the agreed amount as set out in this policy directly to the funeral company.

The balance of the account owing is the responsibility of that person, persons or body that has entered into agreement with the funeral company.

If funeral costs are not required to be paid directly to the funeral home, then, under special circumstances, an application may be made for catering for a maximum amount of \$400 paid directly to the caterer once approved by the CEO.

Policy number	POL_33	Version	V2
Drafted by	CEO	Approved by Board on	
Responsible person	CEO	Scheduled review date	January 2021

## **5.0 Eligibility**

To be eligible for this Funeral Fund Policy the following criteria must be satisfied:

- The deceased must be a Gunaikurnai person;
- The person passed away after 20 September 2021; and
- The application should be made by immediate family members of the deceased\*.

\*If none of the below family members make an application, applications may still be made, and Gunaikurnai Land and Waters Aboriginal Corporation (GLaWAC) Board of Directors will review and decide on a case-by-case basis.

For the purpose of this policy, 'immediate family' is defined as one of the following:

Grandfather	Sister	Partner
Grandmother	Daughter	Granddaughter
Mother	Son	Grandson
Father	Husband	
Brother	Wife	

GLaWAC will consider only one application per deceased person. This policy applies only to claims made where a person has passed away after 20 September 2021. Retrospective claims for assistance will not be considered.

## **6.0 Related Policies and Procedures**

- ❖ GLaWAC Rule Book
- ❖ Community Funeral Fund form
- ❖ Community Benefit Fund policy

## **7.0 Supporting Information**

## **8.0 Authorisation**

ROGER FENWICK



Signature of CEO

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**FUNERAL ASSISTANCE  
APPLICATION FORM**



**GLaWAC Funeral Assistance Application**

*1. Personal Details*

<b>Name of Applicant</b>	
<b>Address of Applicant</b>	
<b>Relationship to the deceased</b>	
<b>Date of Birth</b>	
<b>Contact number</b>	
<b>Email</b>	

*2. Deceased Details*

<b>Name of Deceased</b>	
<b>Was the deceased a member of Gunaikurnai Land and Waters Aboriginal Corporation (GLaWAC)?</b>	
Yes	No
<i>If you answered 'no' to the above question, please complete Attachment 1 at the end of this form</i>	

*3. Funeral Details*

<b>Date of funeral</b>	
<b>Copy of funeral invoice is attached (this must be received for the application to be processed)</b>	
Yes	No
<b>Name of funeral service company or provider</b>	

<b>Applicants Signature</b>		<b>Date</b>
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<b>Office Use Only</b>	<b>Application</b>	Accepted	Not accepted
<b>Signature</b>		<b>Date</b>	

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# FUNERAL ASSISTANCE APPLICATION FORM



## Attachment 1

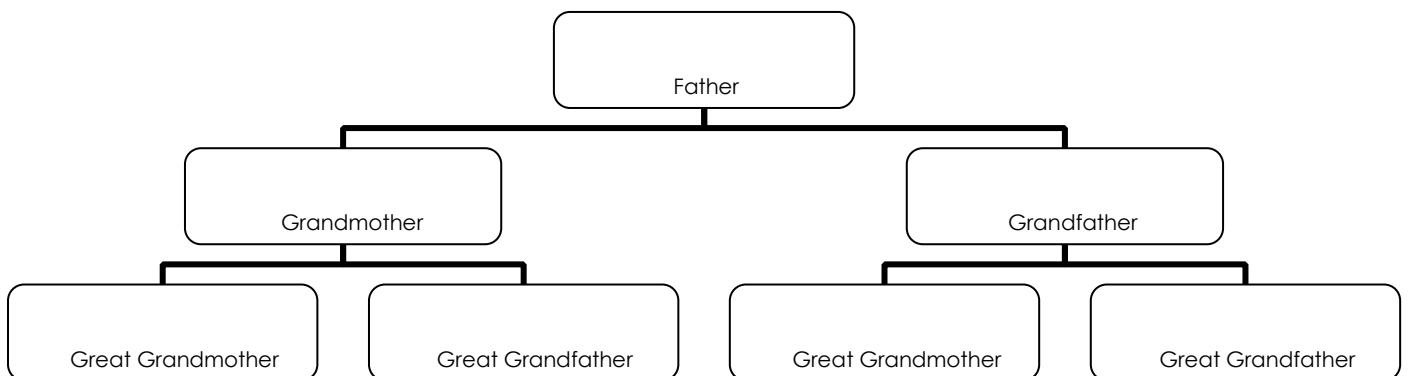
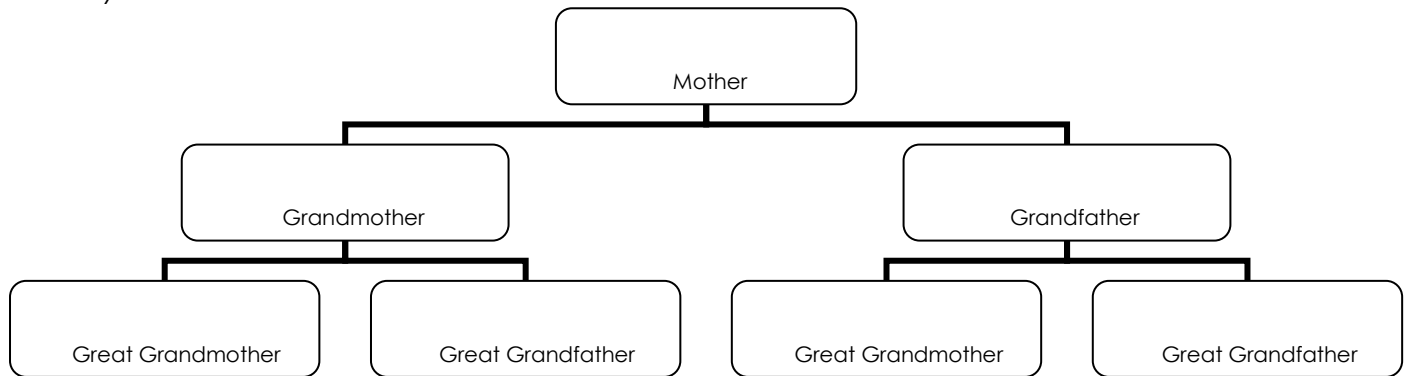
Please complete this attachment only if the deceased **was not a member** of Gunaikurnai Land and Waters Aboriginal Corporation (GLaWAC)

### 4. Clan Group of the deceased

Please indicate your clan group by ticking the relevant box:

<input type="checkbox"/>	Brayakaulung	<input type="checkbox"/>	Krauatungalung
<input type="checkbox"/>	Brataulalung	<input type="checkbox"/>	Tatungalung
<input type="checkbox"/>	Brabralung		

### 5. Family Tree information of the deceased



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**FUNERAL ASSISTANCE  
APPLICATION FORM**



*6. Apical Ancestor(s) of the deceased*

Please indicate the deceased's Apical Ancestor(s) by ticking the appropriate box:

<input type="checkbox"/>	1. Charles Boldin / Bolden and Emily Clarke	<input type="checkbox"/>	14. King Tom Kee-lum-bedine and Mary War-gyle
<input type="checkbox"/>	2. Jemmy Bull and Mary	<input type="checkbox"/>	15. Old Ngary and Mary Woon-grook
<input type="checkbox"/>	3. Tommy Bumberrah	<input type="checkbox"/>	16. James Scott
<input type="checkbox"/>	4. Bungil Narran	<input type="checkbox"/>	17. George Thomas
<input type="checkbox"/>	5. Bungil Wrekallak	<input type="checkbox"/>	18. Timothy Bungil Barlijan and Patty Tu-duk
<input type="checkbox"/>	6. Bungil Tay-a-bung	<input type="checkbox"/>	19. Charlotte Mercawan
<input type="checkbox"/>	7. Jack Chase and Kitty	<input type="checkbox"/>	20. Yallung / Tharnaberrang Kitty and Wookalnom / Dukalunern Mary
<input type="checkbox"/>	8. Dan Bun-gyl Tambo and Kitty Wangung	<input type="checkbox"/>	21. Wood-a-turn
<input type="checkbox"/>	9. Old Darby Tar-loomba and Mary Tur-un-gook	<input type="checkbox"/>	22. Merriguin Lucy Goold
<input type="checkbox"/>	10. Charles Rivers and Kitty	<input type="checkbox"/>	23. William McDougall
<input type="checkbox"/>	11. Charles Hammond and Annabella / Hannah McLeod	<input type="checkbox"/>	24. Edward 'Neddy' O'Rourke
<input type="checkbox"/>	12. Jimmy	<input type="checkbox"/>	25 John Wilson and Polly
<input type="checkbox"/>	13. Billy Login / Logan and Mary		

*7. Authorisation*

<p>I, ..... (full name)</p> <p>Hereby authorise the Corporation (GLaWAC) to verify the genealogy presented and to be kept secure and confidential the deceased's genealogical information.</p> <p>I confirm all the information provided below is true to the best of my knowledge.</p> <p>Signature: _____ Date: _____</p>				
<b>Office Use Only</b>	<table style="width: 100%; border: none;"> <tr> <td style="border: none;"><b>Gunaikurnai Heritage</b></td> <td style="border: none; text-align: center;">Accepted <input type="checkbox"/></td> <td style="border: none; text-align: center;">Not accepted <input type="checkbox"/></td> </tr> </table>	<b>Gunaikurnai Heritage</b>	Accepted <input type="checkbox"/>	Not accepted <input type="checkbox"/>
<b>Gunaikurnai Heritage</b>	Accepted <input type="checkbox"/>	Not accepted <input type="checkbox"/>		
<b>Approved by</b>	<table style="width: 100%; border: none;"> <tr> <td style="border: none; width: 60%;"></td> <td style="border: none; text-align: center;"><b>Date</b></td> </tr> </table>		<b>Date</b>	
	<b>Date</b>			

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