



## Winnam Aboriginal and Torres Strait Islander Corporation

### Confirmation of Aboriginality Application Information

#### What is a Confirmation of Aboriginality?

A Confirmation of Aboriginality (COA) is a document that is acquired from an Indigenous Elder Council or Corporation that acknowledges your Indigenous descent and your involvement in the community. It is required when applying for Indigenous specific services or programs, such as grants, University scholarships, housing through an Indigenous organisation and securing employment in identified positions. This document must be signed by the nominee, a qualified witness, and the Organisation, as well as be stamped with the Organisation's Common Seal.

#### Eligibility Criteria

The applicant must:

- Be of Aboriginal/Torres Strait Islander\*\* descent
- Identify as an Aboriginal/Torres Strait Islander person
- Be accepted as such by the Bayside community

\*\* Winnam is unable to provide a COA to anyone of Torres Strait Islander descent as there is not a Torres Strait Islander person on our Board of Directors.

#### Application Evidence

A variety of evidence can be submitted with your COA application. At a minimum, the following will be required before your application will be reviewed:

- Statutory Declaration filled out and signature witnessed by a Justice of the Peace.
- Certified copies of identifying documentation, preferably a Birth Certificate but other forms of identification may be considered.

The level of evidence required is dependent on individual circumstance and is at the discretion of the reviewing panel who may request additional information for a variety of reasons.

If you are a first-time applicant, you need to provide the following information:

- Proof of Aboriginality of someone you are descended from who is known to the community or who has received a COA from Winnam.
- Proof of your connection to that person using official documentation – certified copies of birth and death certificates.
- While not a requirement, you may include a brief description of the connection between supplied documentation as that may simplify the process for Elders reviewing your application.

If you are applying for a reissue, you will not need to provide familial evidence, but you will be asked to pay a \$5.00 administration fee. Your application will not be processed until Winnam has received this payment.



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### Application Review Process

Once your application has been received, it will undergo reviewal by local Elders and/or Board Executives. They determine whether evidence supplied is sufficient. If it is not, you will receive a letter from Winnam requesting additional information or an instruction to seek a COA through another organisation.

If the application has been deemed successful, your application will go to the monthly Board of Directors meeting for endorsement, pending room in the agenda for that month's meeting. Once it has been endorsed, you will receive a letter from Winnam instructing you to make arrangements to collect your COA. An electronic and a physical copy will be kept on file at Winnam's Head Office.

There is no fixed timeline for this process as the Elders and Board Executives review applications on a voluntary basis at times that are convenient for them.

### Application Submission

Your application will need to be submitted either by post or in-person. Winnam cannot accept applications that are submitted electronically due to the need to certify official documentation. **Do not** submit original documents with your application as Winnam does not keep the physical applications after they have been reviewed.

**For more information about obtaining a Confirmation of Aboriginality through Winnam, please contact Winnam Aboriginal and Torres Strait Islander Corporation:**

**Address:** Shop 2-3/124 Florence Street, Wynnum QLD 4178  
**Postal Address:** PO Box 201, Wynnum QLD 4178  
**Phone:** (07) 3396 3431  
**Email:** [admin@winnam.org](mailto:admin@winnam.org)



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### Confirmation of Aboriginality Application

#### Applicant Details:

<b>Date:</b>	
<b>Full Name:</b>	
<b>Date of Birth:</b>	
<b>Address:</b>	
<b>Phone Number:</b>	
<b>Email:</b>	

<b>1. Are you Aboriginal and or Torres Strait Islander descent?</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>2. Do you identify as Aboriginal or Torres Strait Islander?</b>	<input type="checkbox"/> Aboriginal	<input type="checkbox"/> Torres Strait Islander
<i>Winnam is unable to provide COAs to Torres Strait Islanders as there is not a Torres Strait Islander on the Board of Directors.</i>		
<b>3. Is the applicant over the age of 18?</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<i>If applicant is under 18, you will need to provide a legitimate reason – e.g., entrance to Indigenous program or funding.</i>		
<b>4. Why are you seeking a COA?</b>	<i>Please provide reasoning.</i>	
<b>5. What evidence have you submitted with your application?</b>	<i>Please list documents accompanying application.</i>	
<b>6. Is this a reissue?</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<i>If yes, an administrative fee of \$5.00 will need to be paid before application will be reviewed.</i>		

**CONFIRMATION OF ABORIGINALITY AND/OR TORRES STRAIT ISLANDER DESCENT  
STATUTORY DECLARATION**

	<p><b>TO WIT</b></p> <p>I, _____ Full Name</p> <p>Born at: _____ on: _____ City/Town Date of Birth</p> <p>And now living at: _____ Address</p> <p>_____</p> <p>in the State of Queensland, so solemnly and sincerely declare that:</p> <ul style="list-style-type: none"> <li>• I am of Aboriginal and/or Torres Strait Islander* descent,</li> <li>• I identify as an Aboriginal and/or Torres Strait Islander* and</li> <li>• I am accepted as an Aboriginal and/or Torres Strait Islander* in which I live. (*Delete whichever is not applicable)</li> </ul> <p><b>And I make this solemn declaration conscientiously believing the same to be true, and by virtue of the provisions of the Oaths Act 1867 – 1988, and subject to the penalties provided by the Act for making false statements.</b></p> <p>Signature of Applicant _____</p> <p>Taken and declared before me at _____ this _____ Day of _____ 20____ Location</p> <p>Signature _____ Justice of the Peace or Commissioner for Declaration</p> <p align="center"><b>This Confirmation must be passed at a formal meeting of an incorporated Aboriginal and Torres Strait Islander organisation and must be signed by the duly authorised officers under the Common Seal of the organisation.</b></p>
<p><b>Name of Authorising Organisation:</b></p> <p><b>Resolution Number:</b> _____</p> <p><b>Date of Meeting:</b> _____</p>	<p><b>WINNAM ABORIGINAL &amp; TORRES STRAIT ISLANDERS CORPORATION</b></p>  <p>(Organisations Common Seal) (to be affixed)</p>
<p><b>It is hereby confirmed that the above-named applicant is an Aboriginal person/of Torres Strait Islander descent* identifies as an Aboriginal person/Torres Strait Islander* and is accepted as such by the community in which he/she lives.</b></p> <p>Moved By: _____ Signature _____ (Please print)</p> <p>Seconded By: _____ Signature _____ (Please print)</p> <p><b>CHAIRPERSON:</b> _____ <b>Date</b> _____</p>	