

Hawkesdale Community Benefit Fund Committee (HCBF)

Application Guidelines:

Global Power Generation Australia has developed a Community Engagement and Benefit Sharing Plan for the Hawkesdale Wind Farm to engage and empower the local community to realise positive social outcomes associated with the Hawkesdale Wind Farm.

The Hawkesdale Community Benefit Fund (HCBF) is one program contained in the plan. The HCBF will be implemented through two individual grant programs:

1. **Hawkesdale Township Grant Program:** \$100,000 (CPI adjusted) annually targeting the needs of the Hawkesdale township. These funds are available during the construction and operation of the wind farm.

2024 amount \$ 103,813.88
2. **Hawkesdale District Grant Program:** \$57,500 annually based on \$2,500 per turbine during the operation of the wind farm. These funds become available after the first 12 months of operation to the broader Hawkesdale district community.

Charter/purpose

To provide funds to benefit the community surrounding the Hawkesdale Wind Farm. The funds will be used for projects and initiatives that assist the community to grow and prosper. Priority will be given to those that provide a benefit to the broader community.

How can we share the Community Benefit Fund?

Community Development:

- Community facilities and infrastructure
- Community enterprise and local employment
- Health and wellbeing
- Cultural and arts events
- Sport and recreation

Environmental:

- Solar panel and solar hot water programs
- Energy efficiency programs
- Native wildlife and vegetation protection programs

Education and Training

- Equipment purchases
- Facility upgrades
- Scholarships
- Education programs
- Training Programs

Free Call: 1800 457 181 **Email:** hawkesdalewindfarm@globalpower-generation.com.au

Website: <https://hawkesdalewindfarm.globalpower-generation.com.au>

Mail: Hawkesdale Asset Trust, Suite A, Level 3, 73 Northbourne Avenue, Canberra ACT 2601

- School trips and excursions

APPLICATION FORMS

There are two application forms:

- Projects
- Purchase of an item or piece of equipment.

If you are unsure, talk with the GPG Community and Stakeholder Engagement Officer for advice.

ELIGIBILITY CRITERIA

- Applicant must operate within the geographical location described in Appendix A.
- Applicant must be a group or organisation that supports community development, business or tourism opportunities.
- If Applicant is a community group or community organisation, the Applicant must be incorporated or have an auspice arrangement.
- Applicant may submit multiple applications per round but they must be for different projects and are encouraged to prioritise the applications.
- Kindergartens, Committees of Management, other community committees and local branches of larger organisations (e.g. CFA and CERT) are eligible where significant community benefit can be demonstrated.
- The project must benefit the Hawkesdale community.
- Applicant must have a level of public liability insurance appropriate to cover the project. It may be possible for a grant application to include additional insurance cover costs.
- Applicant must provide quotes or other appropriate evidence to support the project budget, if the quotes are not available at the time of submitting application. Other evidence could be from an Australian internet site that provides a quoting page such as a building or paint supplier.
- The number of times an Applicant has previously received funding through the Hawkesdale Community Benefit Fund will be considered during the assessment process. The Committee may choose not to fund a project by applicants who have previously received funding should the program be oversubscribed.
- Facility improvement applications must include written consent from the landowner if the applicant is not the owner of the land/building/facility.
- Funding for individuals to attend conferences, training, scholarships or workshops may be considered where there are demonstrated benefits to the broader Hawkesdale community.
- Payments to contractors/consultants for a defined project will be considered.

FUNDING CRITERIA

All applications will be assessed against the following criteria:

FOR PROJECTS:

A	<p>Project description What is the project and why are you undertaking it?</p> <ul style="list-style-type: none"> • Project description is clear and logical • Project objectives are clearly identified • Reasons for undertaking the project are clearly outlined 	15%
B	<p>Benefits Who will benefit, how will they benefit and for how long?</p> <ul style="list-style-type: none"> • Benefit(s) are clearly described • Beneficiaries are clearly identified • Beneficial impacts, and their duration, are substantial and clearly described 	50%
C	<p>Support Is the project supported by the community?</p> <ul style="list-style-type: none"> • Evidence of community support is provided • Evidence of internal support within the organisation applying eg Committee executive • Evidence of external agency/landowner support 	10%
D	<p>Project plan – applicable to major projects How will the project be carried out and by whom?</p> <ul style="list-style-type: none"> • Description of how the project will be implemented including a detailed schedule • Will there be in kind contribution/voluntary hours? • Clearly demonstrated ability of who will manage each element of the project 	15%
E	<p>Budget What will project funding be spent on?</p> <ul style="list-style-type: none"> • Project budget is described showing all expenditure • Attachment of all relevant estimates and quotes • Attachment of other sources of funding 	10%

FOR PURCHASES

A	Purchase description What do you need to purchase and the reasons why?	15%
B	Benefits Who will benefit, how will they benefit and for how long? <ul style="list-style-type: none"> • Benefit(s) are clearly described • Beneficiaries are clearly identified • Beneficial impacts, and their duration, are substantial and clearly described 	50%
C	Support Is the purchase supported by the community? <ul style="list-style-type: none"> • Evidence of community support is provided • Evidence of internal support within the organisation applying • Evidence of external agency support 	10%
D	Budget What will the funding be spent on? <ul style="list-style-type: none"> • Attachment of all relevant estimates and quotes • Attachment of other sources of funding 	25%

WHAT WILL NOT BE FUNDED

- Projects that only provide direct financial benefit to a commercial business with no significant community outcome.
- Projects that cannot demonstrate significant benefit/outcomes to the Hawkesdale township
- Political organisations or campaigns
- Religious activities
- Repayment of debts and/or loans
- The purchase of land.
- Projects for which the funding is the responsibility of other levels of government.
- An organisation's recurring operational costs such as salaries, rent and utilities or insurance.
- Duplicates of existing services/activities unless it can be demonstrated that it meets an unmet community need.
- Funding for prizes, donations, awards or gifts.
- Payments or wages for staff, players, coaches and/or administrators.
- Deficit funding (to repay cash shortfalls).

FUNDING CONDITIONS

- All applicants must submit a completed application form to the HCBF committee before the closing date to be considered for funding unless there is prior agreement.

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- If successful a GPG new supplier form will need to be submitted to process a payment. This form will be included when the application form is sent to you.
- Applicants are encouraged to contact the GPG Community and Stakeholder Engagement Officer for advice when completing their application.
- Grant approval is subject to the applicant demonstrating that they have obtained the necessary permits or approvals to complete the project.
- Annually funded projects must be completed within 12 months of receiving funding notification unless prior written permission for an extension. Extensions may be granted upon request.
- Multi-year funded projects must be acquitted for each completed year and budget for the future years must be submitted.
- The committee may provide the overall funding for multi-year projects if Key Performance Indicators (KPIs) are set each year. The KPIs must form part of the project plan and be agreed with the Committee.
- Applicants are required to submit a final project report at the completion of the project.
- Applicants must show how they will acknowledge GPG as the supporter for their project.
- Every approved project is subject to the acquittal process to validate the expenditure and confirm that the funding has been spent on the project in accordance with the funding agreement.
- The Committee accepts no responsibility for budget over-runs.
- The Committee accepts no responsibility for the ongoing maintenance of projects unless otherwise agreed to in writing.

ASSESSMENT PROCESS

- Once applications are received you may be contacted by the GPGA Community and Stakeholder Engagement Officer for further information or to clarify points in your application.
- Applications will be assessed against the funding criteria set by the members of the Committee.
- All applicants will be informed on the outcome of their application in writing.
- CBF committee members will declare any conflict of interest when evaluating funding applications.
- Applications should include if the project or purchase will proceed if the application is not successful or if it is part funded.

Important: Meeting all the criteria does not guarantee that an application will be successful. Budget constraints will ultimately limit the projects that can be funded in any given funding year.

What Happens After Assessment Process?

- Successful applicants will be contacted and will be required to enter into a contractual agreement with GPG in its capacity as administrator of the Hawkesdale Community Benefit Fund and in accordance with the Funding Conditions.
- Feedback may be provided to unsuccessful applicants if requested.
- Status of projects or purchases will be reviewed by GPG prior to the completion of the agreed period.

ADDITIONAL INFORMATION

a. Features of a strong funding application

There are ways to make your funding application more competitive:

- Broader community reach, multiple objectives.
- Clearly outline what is proposed, why it is needed, how it will be achieved, who is involved and where it will take place.
- Provide relevant support material that shows the potential of the proposed activity: preference will be given to projects which can demonstrate clear, defined partnerships with other community organisations and demonstrate partnership by providing letters of support from partner organisations/groups.

b. Auspice Information

If your group is a not-for-profit organisation but is not incorporated, you will need to find an organisation that can auspice your group to be able to lodge an application.

- It is the applicant responsibility to have an auspice agreement completed
- Applicant must keep the auspice organisation fully informed of the details of the application and all project aspects and progress.
- If the application is successful, all grant funds will be paid to the auspice organisation for distribution to the applicant.
- In some instances, an applicant may request the auspice organisation to provide public liability insurance (PLI) for their project. Should this occur, the applicant must obtain a PLI certificate of currency from the auspice organisation and include this in the applicant application. A policy statement or receipt is not acceptable.

c. Legal and Taxation Requirements

- If required, you must arrange public liability insurance to cover the activity/s detailed in the grant application.
- All applicants must possess an Australian Business Number (ABN) or provide a statement by a supplier form available from the ATO website.
- Advise if registered for GST.
- Amount awarded to successful applicants will be GST excluded if the applicant is registered for GST, as the applicant will be able to declare the GST through their Business Activity Statement.

d. Acknowledgement, Promotion and Marketing

- Successful grant applicants must acknowledge the Hawkesdale Community Benefit Fund as a funding source on all marketing and publicity material by including the following wording or something similar: *'This project is supported by the Hawkesdale Community Benefit Fund provided by GPG'*.
- An appropriate plaque or similar to physically acknowledge the support of the HCBF will be agreed with GPG to ensure that corporate brand standards are met.

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APPENDIX A

Map outlining the geographic area identified as the township of Hawkesdale.

