



# Coopers Gap Wind Farm Community Fund Application Guidelines

## Coopers Gap Wind Farm Community Fund – Guidelines

The aim of the Coopers Gap Wind Farm Community Fund is to support small, not for profit organisations and individuals in and around the Project area by providing funding towards projects, goods or services that benefit the broader community.

The focus of the fund is to support initiatives that benefit:

- Education
- Youth
- Environment
- Health, safety and wellbeing
- Community infrastructure
- Arts and culture
- Economic development
- Social welfare

The Community Fund will provide this support via sponsorships and donations, financial support for community development programs and grants.

## How to apply

1. Read the application guidelines
2. Complete the application form online or PDF
3. Please sign and submit your completed application form to (email) [info@tiltrenewables.com](mailto:info@tiltrenewables.com) or (mail) GPO Box 16080, Collins Street West, Melbourne 8007

## Important information about your application

- An organisation can submit more than one application providing that what is being applied for is different. We suggest that each community group, sporting club or local school submit a consolidated application that is signed off by the club president or school principal to ensure that all funding requirements are considered in the one eligible application.
- Organisations will be required to submit photos as part of the acquittal process. It is a condition of your application that any images provided can be used by Tilt Renewables to explain and promote the Community Fund.
- Tilt Renewables cannot assist you in filling out the form. However, we can assist you to understand the application process and requirements.
- We cannot accept late applications
- Tilt Renewables can request further information if required.



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## Eligibility criteria and guidelines

Successful Community Fund recipients should meet the following criteria:

- Be a legal entity, registered in Australia with a current ABN.
- Be a registered charity, not-for-profit, educational institution or organisation with a demonstrated governance structure.
- Deliver an event, program or initiative that provides benefits to the communities within the boundaries of Western Downs and South Burnett Councils.
- Have in place a current public liability insurance policy.
- Tilt Renewables will prioritise grants to locally run projects, initiatives or events that:
- Have tangible aims and initiatives.
- Provides benefits to the communities in which we operate.
- Contributes to one or more of the key areas of focus:
  - Education
  - Youth
  - Environment
  - Health, safety and wellbeing
  - Community infrastructure
  - Arts and culture
  - Economic development
  - Social welfare
- Are valued and visible in the community.
- Are focused and have a long term vision.
- Funds granted to successful applicants must be spent on the approved project within the agreed timeframe.

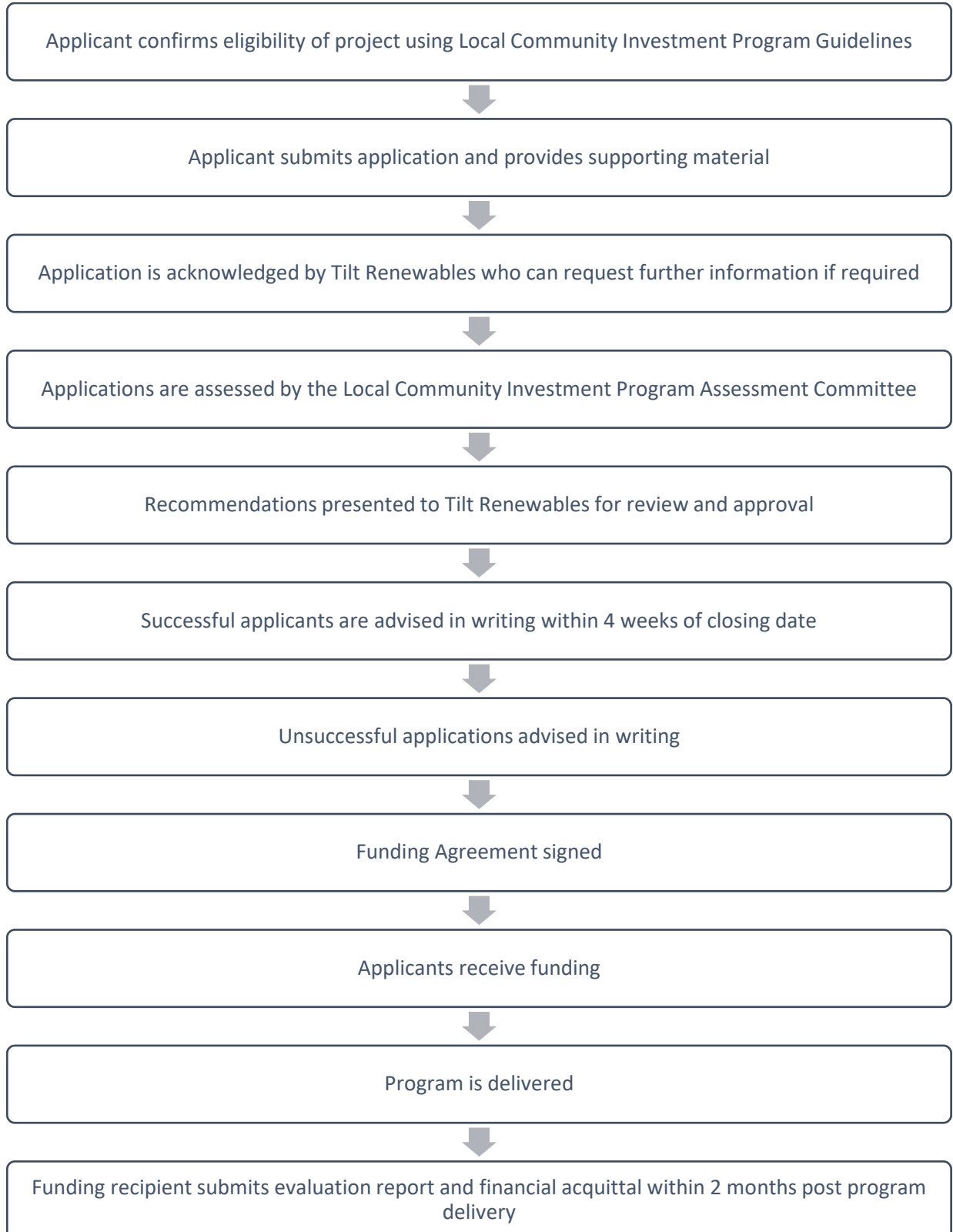
Tilt Renewables will generally not support:

- Political organisations or political campaigns.
- Religious organisations for religious activities.
- Requests from individuals seeking support for personal reasons.
- Organisations or groups whose planned activities may pose a health and safety risk.
- Funding for private companies or commercial entities.
- Activities which encourage the irresponsible use of alcohol or gambling.
- Activities which provide a direct financial benefit to Tilt Renewables, its subsidiaries, employees or contractors.
- Activities or programs that may breach Tilt Renewables policies or regulatory, licensing or any other statutory commitments or obligations.



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## Application process timeline





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All applications will be reviewed and assessed by the Community Fund Panel and referred to Tilt Renewables for a final decision.

Applications will be assessed based on the information provided in the application. The following process will be used in assessing applications:

- Applications will initially be assessed to ensure the eligibility criteria has been met and further information can be requested if required.
- Applications will be given a merit ranking on how well, in the Community Fund Panel's opinion, the application demonstrates the delivery of an event, program or initiative that provides benefits to the South Burnett and Western Downs Council regions.

Not every application that meets the assessment criteria will necessarily receive a grant.

Tilt Renewables will receive the feedback from the Community Fund Panel and make the final decision on which applicants will receive a grant. All decisions made by Tilt Renewables are final.

Applicants may be contacted by Tilt Renewables directly for the purpose of validating any aspect of the applicant's application.

The assessment process will begin once applications close.

These guidelines may be reviewed and amended at any time.

## **Successful Applicants**

Successful applicants will receive a notification from Tilt Renewables regarding the success of their application.

## **Unsuccessful Applicants**

Unsuccessful applicants will receive a "Letter of Grant Decline" from Tilt Renewables confirming the outcome of the application. Requests for additional feedback can be made by emailing [info@tiltrenewables.com](mailto:info@tiltrenewables.com). Tilt Renewables encourages all unsuccessful applicants to apply for future rounds and to source other forms of support from other funding bodies.

## Awarding grant funding and acquittal process

### **Awarding grant funding**

All successful applicants will receive approved funding by electronic transfer.

Payment will only be addressed to the nominated organisation.

Any grant from the Community Fund includes any applicable GST.

### **Use of funding**

Any funding provided by the Community Fund must be spent on the approved project within the agreed timeframe.



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If at any time the stated purpose and use of the funds cannot be completed in the manner described in the application, the recipient must advise Tilt Renewables on [info@tiltrenewables.com](mailto:info@tiltrenewables.com). Funds are non-transferable.

## **Privacy and confidentiality**

By completing the application form, the applicant and recipient agree to information being used by Tilt Renewables for the purposes of assessing the application and if successful, providing a grant. By completing the application form, applicants consent to Tilt Renewables disclosing details of successful applicant's projects and the amounts granted to each successful applicant.

## **Evaluation and acquittal process**

Recipients are encouraged to submit an evaluation report to Tilt Renewables within two months of program completion.

The evaluation report should include:

- A report on program activity.
- Benefits and beneficiaries.
- Evidence of the use of funds granted for the program (e.g. invoices).
- Copies of photos and promotional materials where possible.

It is the responsibility of the organisation to maintain a complete set of records for acquittal purposes. Recipients are required to submit photos and or video as part of the acquittal process. It is a condition of your application that any images provided can be used by Tilt Renewables to promote the Community Fund (including local media). Written consent of any persons included in photos must be provided to Tilt Renewables as part of the acquittal process.

Recipients failing to complete the acquittal report will not be eligible to participate in future Community Fund rounds.

Tilt Renewables reserves the right to request the return of any unspent funds as part of the acquittal process.

Tilt Renewables reserves the right to undertake quality assurance checks on all implementing partners to ensure funding is spent in accordance with the Funding Agreement.