



EnergyAustralia

LIGHT THE WAY

**EnergyAustralia Yallourn
Small Funding Requests**

EnergyAustralia Yallourn Small Funding Requests Guidelines & Application Form

At EnergyAustralia, we see community support as an integral part of our business activities. It allows us the opportunity to support local community needs in the areas in which we operate.

This application form is for small funding requests from our Yallourn site, ranging from \$100 – \$1,000 only.

All requests will be reviewed by our local staff at Yallourn, and a response will be provided within 4 weeks of application.

NOTE: If you are living in a community directly aligning to one of our major assets, and have a request that exceeds this amount, you may be eligible to apply for a community grant. Grant application forms can be found on the EnergyAustralia website at www.energyaustralia.com.au/Yallourn or contact Meredith Bowden directly via email to meredith.bowden@energyaustralia.com.au or telephone (03) 5128 2960.

Application Criteria

Geographic area

We encourage local organisations addressing issues or delivering services in the Latrobe Valley region to apply. **Our geographical area of focus extends from Morwell in the east to Trafalgar in the west (including satellite towns) with a particular emphasis on those towns located closest to the Yallourn Power Station and Mine.**

Selection Criteria

EnergyAustralia has two priority areas for funding requests. To be considered, activities should address one of these areas:

- **Education:** Funding aimed at promoting education and knowledge acquisition. This can include programs with a social or environmental focus and organisations which support career or skill development.
- **Social Inclusion:** Funding aimed at facilitating social inclusion. This is aimed at initiatives that support community cohesion and can include such things as men's sheds, upgrading communal facilities, improving local amenities and supporting vulnerable community members.

Exclusions

As a general rule, we will not accept applications that align with:

- Political organisations.
- Organisations with an exclusive religious focus, unless they benefit the broader community.
- Organisations supportive of, or with visible links to tobacco, gaming, alcohol or drug-related issues.
- Organisations that may be deemed likely to promote controversial issues that may damage or cause injury to the EnergyAustralia reputation and brand.
- A direct or indirect competitor to EnergyAustralia.
- An individual person (or small group) seeking support for personal interests (excludes ambassadors for existing programs).
- A property that produces a high level of waste, emissions or environmental destruction.

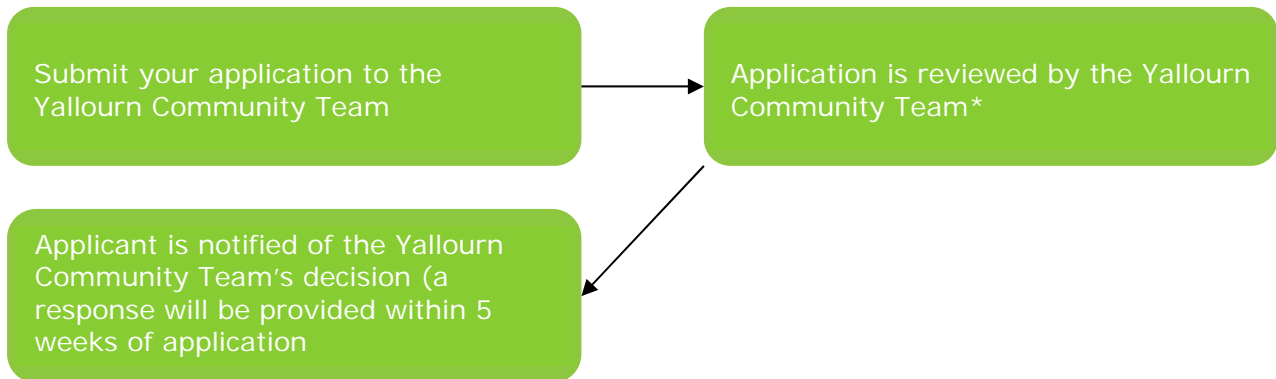
Terms and Conditions

In submitting an application to EnergyAustralia, applicants are deemed to have accepted these terms and conditions applying to the application process. For any questions regarding these Terms and Conditions contact us via email to meredith.bowden@energyaustralia.com.au

- (a) EnergyAustralia will provide the successful applicant(s) (Recipient) with funding in a one off payment.
 - (b) The funding amount must only be used and applied solely for the purpose stated in the application and Letter of Offer from EnergyAustralia.
 - (c) Expenditure of the funds granted must be completed within six months of the received date, unless otherwise arranged with and approved by EnergyAustralia.
 - (d) If the Recipient is registered for GST, the amount of the funding will be grossed up to include the GST amount, subject to a tax invoice being provided to EnergyAustralia.
- (a) If, at any time, the stated purpose of funding is no longer possible or cannot be completed in the manner described in the application submitted to EnergyAustralia, the Recipient must advise EnergyAustralia and the Recipient must return any remaining unspent amount of the funding provided to EnergyAustralia within two weeks of this becoming apparent.
 - (b) EnergyAustralia will not be responsible for any additional project costs, nor obliged to pay any monies additional to the amount granted from the Fund.
 - (a) EnergyAustralia's financial assistance to the Recipient's request should be acknowledged, regardless of the amount of funding. This could include display of the EnergyAustralia logo, or stating in writing (i.e. via newsletter, newspaper article, etc) that EnergyAustralia has contributed funding. EnergyAustralia may not be referred to for any purposes outside of the project. Acknowledgement guidelines and logos will be supplied by EnergyAustralia.

- (b) All advertising, signage, media releases and other promotional material that contains the EnergyAustralia logo must be submitted to and approved by EnergyAustralia prior to its production and release.
- (c) EnergyAustralia may promote any organisation that is awarded funds. Successful applicants agree to be included in any promotional, media, communication and marketing material.

Application Process



**The Community Team meets once a month and applications will be considered in this forum.*

It is suggested that applications be received with as much notice as possible prior to activity commencing to ensure successful planning.

Submitting your application

All applicants that meet the above requirements must complete the application form below. Supporting documentation is welcome. Please submit applications via email or hard copy to:

Meredith Bowden
EnergyAustralia Yallourn
PO Box 444
MOE Vic 3825

meredith.bowden@energyaustralia.com.au

Community Sponsorship Application Form

We are not able to accept proposals that fall outside our selection criteria. Prior to completing the form, please read the guidelines to ensure you meet all requirements.

If you have any questions, please contact Meredith Bowden via email to meredith.bowden@energyaustralia.com.au or telephone (03) 5128 2960.

Contact Information

Organisation:	<input type="text"/>	
ABN/ACN:	<input type="text"/>	
Address:	<input type="text"/>	
Contact name:	<input type="text"/>	Phone: <input type="text"/>
Email:	<input type="text"/>	

Amount requested: \$

Is funding for an event? Please list start/finish dates:

Description of Request – provide an overview of what you intend to do with the funding:

Location – what areas/communities will benefit from this funding and who are the beneficiaries?

Are there any volunteering opportunities available for EnergyAustralia Staff?

Outcomes – how will the funding support our areas of focus?

- Social Inclusion
- Education

Please outline how you will report to EnergyAustralia the success of the funding, e.g. email, photos, phone call, letter:

How will you communicate the funding to the community?

- | | | |
|------------------------------|------------------------------|-----------------------------|
| Post on Facebook | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Photos from event | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Communications in newsletter | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Logo on website | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Other? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Any other comments:

I agree the information provided in this application form is true and correct to the best of my knowledge:

Signature:

Name (please print):

Date: