



LAL LAL WIND FARM

COMMUNITY FUND GUIDELINES

The Lal Lal Wind Farm community benefit fund provides financial support for a range of community based initiatives, projects and events that benefit local communities. The program targets a range of community needs including; health and social welfare, safety, environment, education and youth, sport and recreation, culture, arts and economic development.

The following guidelines are designed to assist groups and organisations who wish to apply for funding for an initiative, project or event around the Lal Lal Wind Farm.

How to Apply

Step 1

Read the Guidelines on the next page to make sure your community initiatives are eligible for funding under our community fund program.

Step 2

Fill in the application form, which can be found at the back of this document or call on (03) 5421 9999 for more information.

LAL LAL WIND FARM
Office 5, Level 1, Nexus
Centre, 12-14 Prince Street
Gisborne VIC 3437

Email: ricci@w-wind.com.au

Web: w-wind.com.au

Funding Guidelines

What is the objective of the Community Fund?

The Lal Lal Wind Farm community fund will be established by Lal Lal Wind Farm Pty Ltd, once construction begins, to fund local projects and organisations that benefit the wider community through the construction and operation of the wind farm. Lal Lal Wind Farm has a genuine interest in building the capacity of the communities in which it operates. A Community Reference Group (CRG) has been appointed to assess all applications and to help determine how best to allocate funds and in-kind contributions to maximise benefits for communities within and around the wind farm.

The key objective of the funding is to provide financial support to not-for-profit community groups and organisations that are working to make a positive and lasting contribution to the communities within and around the wind farm.

What will Lal Lal Wind Farm fund?

Lal Lal Wind Farm will consider funding locally run initiatives for Incorporated or Not for Profit Community groups, funds, projects/programs or facilities that are located within, or provide a direct benefit to, the community within a 5km radius of the Lal Lal Wind Farm.

Applications will only be accepted from the following townships and localities:

Lal Lal, Yendon, Elaine, Mt Egerton, Cargerie, Clarendon, Bungaree, Dunnstown, Millbrook

All applications must provide:

- tangible benefits for local communities
- are valued and visible in the community
- provide long-term sustainable benefits without creating ongoing dependency on Lal Lal Wind Farm
- strengthen Lal Lal Wind Farm's presence in the community.
- are run by groups/organisations with suitable governance structures in place
- provide full financial and legal disclosure on the activity and be subject to independent audit
- does not have a detrimental or negative impact on other community facilities and services
- applications that have a dollar for dollar contribution will be favourably considered, as will those that show in-kind support/contribution

The community fund is committed to supporting projects that benefit the community surrounding the Lal Lal Wind Farm. Preference for sponsorship will be given to programs that support the following priority focus areas:

➤ **Education & Training**

- Advancement of education, research and analysis and the grant of scholarships
- Early childhood and youth education enhancement programs
- Tertiary education/ TAFE scholarships
- Apprenticeships and Traineeships
- Programs that promote cross sector skill development
- Work placement programs in partnership with local high schools, prizes for students
- Programs encouraging flexible learning, further education and improved employability

➤ **Community Development**

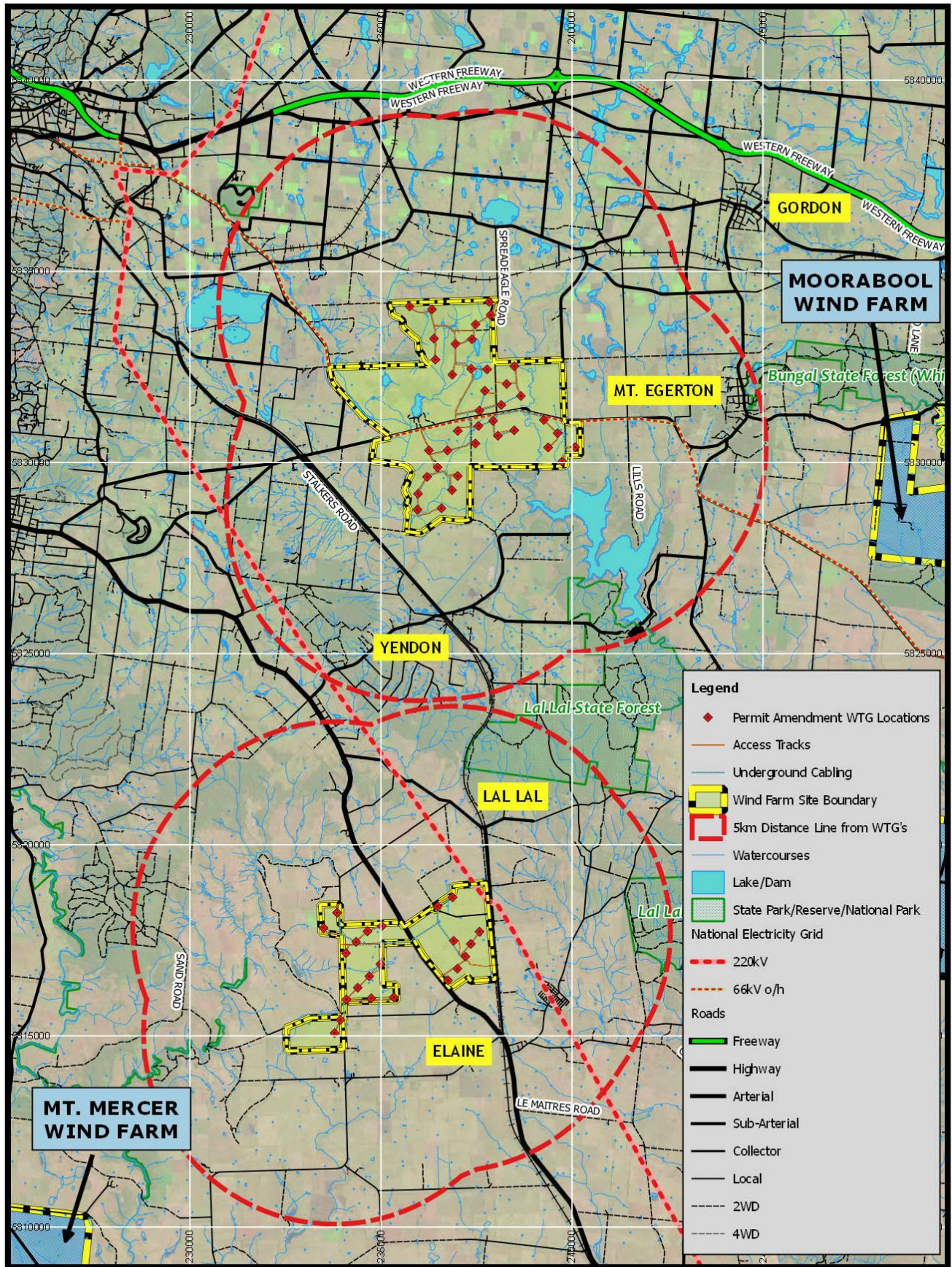
- Promotion of industry, commerce, agriculture, culture and arts
- Renovation and upgrade of community buildings
- Community awareness of environment and sustainability
- Projects that attract government funding
- Projects that encourage local economic development and skill development

➤ **Health / Wellbeing**

- Promotion and enhancement of community participation and social cohesion
- Promotion, enhancement and development of health, health care, child care, aged care, mental health and
- assistance to disadvantaged persons.
- Programs/ initiatives that encourage medical and health professionals to practice in the region
- Emergency services support
- Sport and social clubs

➤ **Environment**

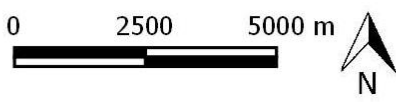
- Conservation, protection, restoration, preservation,
- expansion and enhancement of the natural environment
- Programs that support prevention of local environment degradation
- Initiatives that enhance the natural environment of the community



Legend

- ◆ Permit Amendment WTG Locations
- Access Tracks
- Underground Cabling
- ▭ Wind Farm Site Boundary
- ▭ 5km Distance Line from WTG's
- Watercourses
- Lake/Dam
- State Park/Reserve/National Park
- National Electricity Grid
- 220kV
- 66kV o/h
- Roads**
- Freeway
- Highway
- Arterial
- Sub-Arterial
- Collector
- Local
- 2WD
- 4WD

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Permit Amendment Layout
LAL LAL WIND FARM

WestWind ENERGY
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What will not be funded by Lal Lal Wind Farm?

Lal Lal Wind Farm will not support any programs that may breach its code of conduct policy or other regulatory, licensing or statutory commitments.

These include but are not limited to:

- political organisations or campaigns;
- religious activities;
- a direct or indirect competitor to Lal Lal Wind Farm or their Investors
- funding for commercial enterprises;
- core funding that is the responsibility of Federal, State or Local Government;
- Repayment of debts and loans;
- Salaries and wages;
- Administration expenses such as stationery, postage, office supplies;
- Rent and lease costs;
- Purchase of equipment/service for an individual;
- Funding for a staff or member social event;
- Overseas travel;
- Gifts;
- Grant writer fees;
- Miscellaneous items;
- Endeavours for personal or commercial gain;
- Applications seeking retrospective funding i.e. for costs already incurred before approval of funding is given;
- Ongoing operational costs; or
- Applications to cover the costs of alcohol, drugs, gambling or other illegal or unethical activities.

How much money can I apply for?

Lal Lal Wind Farm has a limited budget available for the Community Benefit Fund. Applications can specify the amount required and Lal Lal Wind Farm will assess the cost of the initiative in relation to the outcomes achieved for the community, as part of the funding decision process. Applicants may receive less funding than specified in their application.

Successful applicants must assume all responsibility for the project, initiative or event they are running. This includes having an adequate safety system in place, public liability insurance and any other risk management strategies applicable to the organisation or activity.

When will applications be assessed?

Applications will be administered twice a year. The application process will adhere to the following timelines:

Round 1

- January - February- requests for applications for round 1 of funding,
- March - the CRG to review and prioritise the applications,
- April – Prioritised applications forwarded to Lal Lal Wind Farm for ratification and endorsement,
- May – CRG approval of applications and notification of applicants, and
- June – funds released for successful round 1 recipients

Round 2

- July - August - requests for applications for round 1 of funding
- September - the CRG to review and prioritise the applications,
- October – Prioritised applications forwarded to Lal Lal Wind Farm for ratification and endorsement,
- November – CRG approval of applications and notification of applicants, and
- December-January – funds released for successful round 2 recipients.

All eligible applications, from Incorporated or Not for Profit Entities meeting the selection criteria will be reviewed and considered by the Community Reference Group (CRG). The CRG will meet to discuss and determine, through consensus, the application it recommends should be funded by the community fund. The final funding decision is to be made by the operators of the Lal Lal Wind Farm.

Application processing and funding allocation will also consider the funding cycle for other programs and the potential need for more than one funding opportunity each year.

What criteria will be used to evaluate applications?

All applications will be assessed; however, due to the limited funds available all requests that meet the established criteria may not be approved. General selection criteria may include:

- **Project benefits**
 - direct and indirect community benefit.
 - quality of life/community wellness enhancement.
 - program/ project operational efficiencies.
 - demographics served.
- **Target community need**
 - public safety/improved access.
 - provide a direct service to the community.
 - Council/community support.
- **Availability of funding**
 - prior funding to applicant.
 - demonstration of need for financial assistance.
- **Project/ program viability**
 - background of applicant (i.e. organisation size/ representation, prior experience).
 - the extent to which project or program duplicates other available facilities or programs in the area.

Where can I send an application for funding?

Completed and signed applications, together with supporting attachments are to be forwarded to:

Lal Lal Wind Farm Community Fund
c/- WestWind Energy Pty Ltd
Communications & Stakeholder Engagement Manager
Office 5, Level 1, Nexus Centre, 12-14 Prince Street
Gisborne VIC 3437 (Australia)
Email: lallal@w-wind.com.au

How will I know if my application is successful?

All applications lodged will receive a response from the Community Reference Group, via email or post, advising of the success of their application. All applications are treated as public documents. Should applicants not want details or components of their application made public, this should be stated clearly within the application.

When an application has been approved the Lal Lal Wind Farm will make the necessary payment arrangements.

What reporting is required for approved applications?

Reporting on completed projects is required to ensure that the target community and the CRG can be confident that allocated funds have been used effectively.

Standard templates will be provided to all successful applicants. Applicants must submit final reports using these templates. Funding recipients must permit a representative of the Community Fund to examine records relating to the expenditure of funds to determine if the grant has been properly spent.

What acknowledgement of support is required for approved applications?

In order to promote the Lal Lal Wind Farm as a source of funding for the community, successful applicants are required to acknowledge the support provided by the wind farm. The specific mechanism for this acknowledgement may be part of a special condition included with the notification of sponsorship or donation.

Common methods for recognising the wind farm include plaques, signage, acknowledgment in newsletters and media releases, and displaying logos in project material. Any costs for signs, plaques, etc must be covered in

the project costs. Lal Lal Wind Farm must approve the final wording and layout of any acknowledgement.



Lal Lal Wind Farm Community Fund

Application Form

Lal Lal Wind Farm has set up a Community Fund to provide money for projects of social, economic or environmental benefit to the Lal Lal, Yendon, Elaine and surrounding areas. This may include funding for local sporting groups, charities, community groups, education, culture, arts and other not-for-profit organisations or other community needs.

The Lal Lal Wind Farm Community Fund aims to support initiatives that strengthen the local community through projects that contribute to neighbouring communities within 5 km of the wind farm.

Applications will be assessed by the Lal Lal Wind Farm Community Reference Group, which is a committee of community members and they will make recommendations for funding to the wind farm operator. Successful applicants will then be advised accordingly. The funding for successful applications will be paid by Lal Lal Wind Farm directly to the suppliers of the goods and/or services, upon presentation of a tax invoice.

To apply for a grant please complete the four simple steps on this form and return it to Lal Lal Wind Farm Community Fund. Applications open on July 17, 2017 and close on August 22, 2017.

Return the completed form and any supporting documentation to:

Lal Lal Wind Farm Community Fund

c/o WestWind Energy Pty Ltd

Communications and Stakeholder Engagement Manager

Office 5, Level 1, Nexus Centre, 12-14 Prince St

Gisborne, Victoria, 3437

Or email: lallal@w-wind.com.au

Applications must be received by 5pm on August 22, 2017

If your organisation has any questions regarding the Lal Lal Wind Farm Community Fund, please contact WestWind Energy's Communications and Stakeholder Engagement Manager on 03 5421 9999, or email: lallal@w-wind.com.au

Before completing the application form below please ensure you meet the eligibility for funding. Please note a more detailed description can be found in the Lal Lal Wind Farm Community Fund Guidelines, which can be found on our website (w-wind.com.au):

- Proof of not-for-profit organisation (i.e. incorporation, charter, prospectus, or other evidence)
- The project will/does provide services to communities that surround the Lal Lal Wind Farm
- The organisation has been in existence for more than 12 months

STEP 1 – YOUR DETAILS

1. Title of the project?: _____

2. Tell us in 50 words or less about your project _____

3. Total cost of the project \$ _____

4. Association Name: _____

Note: Please provide proof of not-for-profit organisation (i.e. incorporation, charter, prospectus, or other evidence)

5. Length of time the organisation has been operating: Note: The organisation must have been in existence for more than 12 months

6. How many members does your organisation have? _____

7. Are you contributing any in-kind support or money to the project? _____

8. Please provide evidence that planning for this project has commenced (i.e. quotes already obtained, a business plan or other evidence) _____

9. Contact Name: _____

10. Address: _____

11. City: _____ Postcode: _____

12. Phone: _____ Fax: _____

13. Is this the only application to the Lal Lal Wind Farm Community Fund from this organisation this year? Yes No (If no, please provide the project name/s and grant/s requested for other applications) Other project name/s: _____ Other grant/s requested: \$ _____

14. Has the organisation applied for supplementary funding from another grant source for the same project?
 Yes No (If yes, please provide the name of the grant source and amount requested)

Other grant source name: _____ Grant/s requested: \$ _____



Declaration and undertaking to Lal Lal Wind Farm

I/we the person(s) making this declaration on behalf of the organisation named in the application, for funding under the Lal Lal Wind Farm Community Fund, declare and agree that:

- The information contained in this application is true and correct to the best of my/our knowledge, information and belief.
- The decision of the Lal Lal Wind Farm Community Reference Group and operator of Lal Lal Wind Farm in relation to the application is final, and that no correspondence will be entered into if the application is unsuccessful.

Further, should the organisation be successful in being awarded funding I/we undertake to Lal Lal Wind Farm to expend the fund monies in accordance with this application and the Terms and Condition of the Lal Lal Wind Farm Community Fund (a copy of which I/we have received) and the provisions below.

I/we agree that the organisation will acknowledge Lal Lal Wind Farm as the source of the funding in any marketing material or public notices or announcements relating to the project, and that the use of Lal Lal Wind Farm's logo or reference to Lal Lal Wind Farm in any media release or public notice must be cleared with Lal Lal Wind Farm prior to release.

I/we agree that it is a condition of funding that Lal Lal Wind Farm has an unrestricted right to make public announcements about its involvement in the project.

I/we agree that the organisation will evaluate the project against the objectives and expected outcomes set out in the application or as otherwise agreed with Lal Lal Wind Farm at the conclusion of the project, or if shorter, the end of the funding period.

I/we undertake to provide evidence, by forwarding receipts, that the money provided by the Lal Lal Wind Farm Community Fund has been spent for the purposes as stated in this application.

I/we acknowledge and agree that Lal Lal Wind Farm has an unrestricted right to make public announcements about its involvement in any project funded or partially funded by Lal Lal Wind Farm, and that I/we will comply with any request by Lal Lal Wind Farm to protect its brand or logo.

Name (printed):

Position (in organisation):

Date:

Completed and signed applications, together with supporting attachments are to be forwarded to:

Lal Lal Wind Farm Community Benefit Fund
c/o WestWind Energy Pty Ltd
Communications and Stakeholder Engagement Manager
Office 5, Level 1, Nexus Centre, 12-14 Prince St
Gisborne, Victoria, 3437