

AGL Community Grants Program

Application Form

April 2024

AGL Community Grants Guidelines

AGL's purpose is **Powering Australian Life**.

We aim to work in ways that give lasting benefits to the communities that we operate in. Our goal is to create positive social, environmental and economic outcomes as our business grows.

Throughout the year we offer grants to organisations working hard to make a real difference in the communities where we operate.

Areas of support

Guided by the following four focus areas, we target our community support to areas we believe are best aligned with our business and will have the greatest impact.

Resilient Communities - Supporting resilience, cohesion and prosperity in our communities:

- Events that contribute to local economic development
- Education and training
- Social cohesion – projects that address locally significant social issues (e.g. At-risk youth, domestic violence)

Climate Action - Supporting our communities to transition to a renewable energy future:

- Renewable energy and storage
- Biodiversity conservation and environmental protection
- Electrification

Cost of Living - Supporting customers and community groups helping those in need:

- Energy literacy programs
- Food recovery/relief charities and homeless shelters support
- Reducing energy costs

First Nations Empowerment – Contributing to closing the gap on education and employment:

- Education programs
- Direct employment and indirect employment through procurement spend
- Support for First Nations business ventures located at AGL energy hub sites

Eligibility

To be eligible for a community grant your organisation must be a legal entity, registered in Australia with a current ABN, and be located within a geographical area of support as listed on page 4. You must also have either a Deductible Gift Recipient (DGR) status or be a registered charitable organisation, be a school local to our operational sites or sporting club (other than a professional sporting club), or a grassroots community group with a demonstrated governance structure. The applicant must also demonstrate that the organisation is valued and visible within the local community.

Exclusions

The following are not eligible for a community grant:

- Individuals
- For-profit organisations
- Government organisations, agencies, departments (excluding schools local to our operational sites)
- Projects located outside of Australia
- Political groups or projects in accordance with our [Political Donations Policy](#)
- Where the project is the sole responsibility of the Federal or State or Local Government
- Labour, trade or business organisations
- Professional sporting clubs
- Fundraising events run by other commercial businesses
- Chairs, endowments or scholarships sponsored by academic or non-profit institutions
- Special events such as conferences, symposia and trade events, except those run by community-based organisations for a social benefit (e.g. promoting renewable energy, financial literacy)
- Activities which encourage the irresponsible use of alcohol or gambling
- Potentially hazardous activities or those that have a detrimental impact on the environment
- Organisations that support activities inconsistent with our [Diversity & Inclusion Policy](#)
- Wages and ongoing administrative costs
- Projects or events that have already occurred
- Any other persons, groups, projects or events as determined by AGL from time to time in its sole discretion

Selection criteria

When assessing grant applications, we consider these key factors:

- Alignment to our values and our focus areas
- Located in the geographical area of support
- Partner organisation – who you are and what you do
- Budget required and value for money
- Measurable outcomes and reporting
- Reputational risk factors
- Evidence of required public liability insurance

Grant amount

Applicants may apply for community grants from AGL of up to a maximum of \$5,000.

Applications can request an amount required and AGL 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 requested in their application. Successful applicants must assume all risk and 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, including ensuring compliance with applicable laws, standards, rules or guidelines relevant to the project or activity, and ensuring that the applicant's employees, agents,

contractors and all other persons involved in the project or activity do not engage in any conduct or activity that will harm, or is likely to harm, AGL's name, reputation, products or services, is offensive, corrupt or disreputable, or may bring AGL into disrepute, contempt, scandal or ridicule.

Only one application may be submitted for each organisation for each round of grants.

Use of grants

Any grants provided by AGL must be spent on the approved project by 30 June of the financial year in which the grant is made, unless otherwise agreed with AGL.

If at any time the stated purpose and use of the grant cannot be completed in the manner described in the application, the recipient must advise the local Community Relations Manager at AGL. Funds are non-transferable without the consent of AGL.

Geographical area of support

Loy Yang Power Station - Organisations located in the Latrobe City Local Government Area.

Bayswater Power Station - Organisations located in the Upper Hunter Shire Council, Muswellbrook Shire Council and Singleton Shire Council areas.

Hydroelectric Power Stations - Organisations located in the Regional Council of Alpine Shire, Murrindindi Shire, Towong Shire with greater weighting given to organisations based closer to Mount Beauty, Eildon and Dartmouth.

Macarthur Wind Farm - Organisations located in the Regional Council of Moyne, with greater weighting given to organisations based closer to the Macarthur Windfarm.

Hallett Wind Farm - Organisations located in the Regional Council of Goyder and Norther Areas Council, with greater weighting given to organisations based closer to the Hallett Wind Farms.

Wattle Point Wind Farm - Organisations in the Yorke Peninsula Council area, with greater weighting given to organisations based closer to the Wattle Point Wind Farm.

Application Process

Submitting applications

Site name	Opening times	Application form
Loy Yang Power Station	March and September	https://form.jotform.com/210047772313852
Bayswater Power Station	All year	https://www.agl.com.au/about-agl/how-we-source-energy/agl-macquarie/community
Hydroelectric Power Stations	April and October	https://form.jotform.com/212371171555855
Macarthur Wind Farm	March and September	https://form.jotform.com/212371468800857
Hallett Wind Farm – Northern Areas	September to October	https://www.nacouncil.sa.gov.au/
Hallett Wind Farm – Goyder	July	https://www.goyder.sa.gov.au/
Wattle Point Wind Farm	October to November	https://yorke.sa.gov.au/community-services/grants/

Application process

Applications will initially be assessed to ensure the organisation meets the eligibility criteria.

Applicants that meet the eligibility criteria will then be assessed against the selection criteria.

Not every application that meets the selection criteria will necessarily receive a grant. Applicants may be contacted by AGL directly for the purpose of validating any aspect of an application.

All decisions made are final.

Applicants will be notified of the outcome of their application within six weeks of the application closing date.

Successful applicants

Successful applicants will receive an email notification regarding the success of their application.

The notification email will include:

- Confirmation of the grant amount awarded
- Evaluation and Acquittal Form

All successful applicants will need to submit an invoice and will receive approved funding by electronic transfer.

Payment will only be addressed to the nominated organisation.

Evaluations and acquittal process

Successful applicants must complete the Evaluation and Acquittal Form within two months of activity completion OR at the end of the financial year.

The evaluation report must include:

- A brief description of the 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.

It is a condition of your application that any images provided can be used by AGL to promote the Community Grant (e.g., on AGL's social media channels or with local media).

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

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

Unsuccessful applicants

Unsuccessful applicants will receive a notification confirming the outcome of the application. AGL is not obliged to provide feedback about unsuccessful applications.

Privacy and confidentiality

By completing the application form, the applicant and recipient agree to information being used by AGL for the purposes of assessing the application and if successful, providing a grant.

By completing the application form, applicants consent to AGL disclosing, if required, details of successful applicant's projects and the amounts granted to each successful applicant.

Application Form

Please ensure that you have read and understood the AGL Community Grants Guidelines before completing this application form.

Please fill out this form to the best of your ability. Some questions asked may not be relevant to you or your organisation. Please write 'NA' in these spaces.

Should you require any assistance in filling out this form, please contact AGLCommunity@agl.com.au or [the Council administering the Community Grants Program on behalf of AGL](#).

If you require additional space, please attach additional documentation to this application form.

1. Organisation Details

Name of organisation	
Postal address	
Contact person	
Position in organisation	
Phone number	
Email address	
Organisation ABN	
Is the organisation registered for GST?	Yes <input type="checkbox"/> / No <input type="checkbox"/>
Is the organisation: <ul style="list-style-type: none"> a registered charitable organisation, or a school local to our operational sites or sporting club (other than a professional sporting club), or a grassroots community group with a demonstrated governance structure, or have Deductible Gift Recipient (DGR) status? 	Yes <input type="checkbox"/> / No <input type="checkbox"/> If yes, which one?
Please provide a brief overview of your organisation or community group, identifying the goods and/or services provided to the local community.	
What is your organisational goal/mission?	

How many active members does your organisation have?	
How long has your organisation operated for?	
What is your organisation's main funding source?	
What is the gender diversity of your Board?	
Has your organisation received funding or support in kind from AGL in the past 12 months? If yes, please provide a description including amount or in-kind and date.	
Have any of the Organisation's Directors, Principals and/or Board Members been served with a bankruptcy notice or directed a company that has been insolvent in the last five years? If so, please provide the details.	
Has your organisation received any complaints relating to modern slavery or been in engaged or concerned with any instances of modern slavery? If yes, please describe the nature of the complaints/instances and detail how they have been resolved.	
Does your organisation have public liability insurance?	

2. Project Details (please limit answers as indicated)

What is your project? Describe what you are planning to do and what the funding would be used for.	
Project start date	Project end date
Why do you want to do this project? Describe the need for this project, who will benefit, and what you wish to achieve (objectives/expected outcomes).	
Location (which communities will benefit)	
How will you measure success of the program?	
How many people do you expect will directly benefit from this project / initiative?	
Who will be the primary beneficiary? Men, women, children etc.	
How will the project be managed?	
Who will manage the project?	
Describe the capability of your group to deliver the project. Have you successfully completed other funded projects? You may list details regarding experience, credentials or financial status.	

<p>What key focus areas does the project / initiative address?</p> <ul style="list-style-type: none"> • Resilient Communities • Climate Action • Cost of Living • First Nations Empowerment 	
<p>Are there opportunities for AGL employees to be involved in the project? This is desirable, but not essential.</p>	
<p>How do you propose to acknowledge AGL's support for the project? Acknowledgement of AGL in any public communications relating to the project, use of AGL, or reference to AGL in any media release or public notice</p>	
<p>If AGL employees are active members of your organisation, can you nominate those prepared to endorse this application?</p>	

3. Project Budget

Please list the components of your project, including cost items and in-kind contributions from your group. You can add an additional page/s if you run out of room.

Item / Activity	Amount
<i>e.g. Purchase equipment or in-kind labour 2 people x 4 hrs @ \$20/hr</i>	GST exclusive
TOTAL PROJECT COST	\$

Project Revenue		Details
How much funding are you applying for?	\$	
Other contributions Please list contributor/s	\$	
TOTAL*	\$	

* Must equal TOTAL PROJECT COST figure indicated above

Have you sought funding for this project from other organisations? Please provide details of any other funding applications, confirmed and unconfirmed, and status, i.e. pending	
Has this project already received funding from AGL or other sources?	

4. Declaration and undertaking to AGL Energy Limited

I/we, the person/s making this declaration on behalf of the organisation named in the application for funding under the AGL Community Grants Program, 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 organisation as at the date of this declaration is not in breach of any of its legal and regulatory obligations; and,
- the decision of the AGL Community Grants panel (**Panel**) and AGL Energy Limited 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 AGL Energy Limited to expend the funding monies in accordance with this application and the terms set out under the AGL Community Grants Guidelines section in this document (which I/we have read and understood), and the provisions below.

I/we agree that the organisation will acknowledge AGL Energy Limited as the source of the funding in any marketing material or public notices or announcements relating to the project, and that such marketing material or public notices or announcements (and the use of AGL Energy Limited's logo or reference to AGL Energy Limited in any media release or public notice) must be approved by AGL Energy Limited prior to release.

I/we agree that it is a condition of funding that AGL Energy Limited has an unrestricted right to make public announcements about its involvement in the project and grants AGL a non-exclusive, royalty-free and non-transferable licence to use the applicant's intellectual property solely for the purposes of exercising its 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 AGL Energy Limited at the conclusion of the project or, if shorter, the end of the funding period. I/we agree to provide a report including the evaluation to the Panel. For funding that extends over one year, the applicant agrees to submit a report and evaluation at six monthly intervals, for discussion by the Panel.

If required by AGL Energy Limited I/we will arrange for the organisation to enter into a more detailed Funding Agreement and provide evidence of reasonable public liability insurance.

I/we undertake to return to AGL Energy Limited any portion of the funding monies that are not expended on the project. At AGL's reasonable direction, I/we undertake to take immediate steps to return the funding monies in instances where there has been a deliberate and wilful breach of the organisation's legal and regulatory obligations.



I/we undertake to provide evidence of the use of any funding monies in accordance with the terms set out under the AGL Community Grants Guidelines section of this document by forwarding to AGL copies of receipts (up to the value of the funding) relating to any purchases made with the funding monies.

I/we acknowledge and agree that AGL Energy Limited has an unrestricted right to make public announcements about its involvement in any project funded or partially funded by AGL Energy Limited, and that I/we will comply with any request by AGL Energy Limited to protect its brand or logo. This right authorises AGL (acting in its absolute discretion) to take a lead role in responding to any instance where it is alleged or proven that the organisation is in breach of its legal and regulatory obligations.

Authorised or responsible person (President / Treasurer / Secretary / Public Officer)

Name _____

Signature _____

Position in Organisation _____

Date _____