

Community Grants Program

Snowy Hydro is committed to strengthening communities by supporting local community groups or initiatives who are working to build thriving sustainable communities.

We are implementing a community grants program to support local community groups in the region of the Hunter Power Project. The program allows Snowy Hydro the opportunity to support community-initiated projects, events or activities, that respond to the local communities' needs and aspirations, and contribute to long-term and sustainable outcomes for the region surrounding the Hunter Power Project

Snowy Hydro's community investment approach aims to:



Respond to community needs and aspirations

and provide tangible and measurable benefits to the local and regional community



Strengthen local communities

through building community assets, skills and opportunities for the long term



Support community wellbeing

prosperity and sustainability

Available funding

Eligible organisations and community groups can apply for funding of up to \$5,000. Funding rounds will be held every six months as outlined below, and a maximum of \$50,000 will be allocated for each round.

Only eligible organisations and community groups should apply for funding (refer eligibility requirements on the next page).

Organisations and community groups from the local communities and surrounding regions of the Hunter Power Project are eligible to apply. These include the local government areas (LGAs) of;

- **Cessnock**
- **Maitland**

Prioritisation will be given to applicants from Kurri Kurri in the Cessnock local government area who meet the guideline requirements.



FUNDING ROUNDS AND APPLICATION CLOSING DATES

Round opens	Round closes
1 March each year	31 May each year
1 July each year	30 September each year

Eligibility requirements

Projects, events or activities must relate to the identified priority areas and contribute to their community's wellbeing, prosperity and sustainability.

Eligible organisations and community groups include:

- Community groups or organisations (not-for-profit and for-profit legal entities) that preferably hold an Australian Business Number (ABN).
- Aboriginal Land Councils and First Nations Groups in the project area.
- Non-incorporated community groups and clubs overseen by an eligible organisation which is nominated as the legal entity on the application form.

Grants will not be given for:

- Religious, political or private individual or private business activities or recurrent expenses (example: rent, utilities, wages for a business or organisation).
- Organisations or community groups not aligned with Snowy Hydro's values or have direct links to tobacco, illegal drugs, negative impacts on health or associated with risk-taking activities.
- Requests for retrospective activities, or to cover costs associated with making an application.

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Application and assessment process

Each funding round will be open for approximately 12 weeks. Completed applications forms can be submitted via email at communityconsultation@hunterpowerproject.com.au

When received, Snowy Hydro will acknowledge receipt of the application via email.

All applications will be assessed against the eligibility requirements (as outlined on page 2) and assessment criteria outlined below. Final selection of successful applicants will be made by Snowy Hydro. Successful and unsuccessful applicants will be notified in writing within four (4) weeks of the closing date.

Assessment process

- 1 Applicant submits application
- 2 Snowy Hydro screens application against eligibility requirements
- 3 Snowy Hydro acknowledge receipt of application
- 4 Application is assessed as to whether it meets assessment criteria by the Hunter Power Project team
- 5 Eligible applications are provided to Snowy Hydro's Corporate team for review and final selection of successful applicants
- 6 Successful and unsuccessful applicants are notified in writing within four (4) weeks of the closing date
- 7 Agreements are signed with successful applicants and funds are distributed
- 8 Project completion report submitted to Snowy Hydro within 3 months



Assessment criteria

To maintain a consistent and transparent assessment process, all eligible applications will be assessed and scored against the following criteria:

1. The project, event or activity responds to a community need or aspiration and provides tangible and measurable benefits to the local and / or regional community.
2. The project, event or activity is valued and visible within the community, and contributes to the community's wellbeing, prosperity and sustainability.
3. The project, event or activity strengthens the community by providing opportunities for community development, capacity building and / or community participation.
4. The project, event or activity demonstrates that it can be readily implemented via an appropriate budget. Relevant quotes have been submitted with the application to evidence value for money to Snowy Hydro.
5. The project, event or activity fosters strong and sustainable partnerships within the local and / or regional community.
6. The applicant has the knowledge, resources and capacity to deliver the project.
7. The funding request is realistic and well defined.

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

All decisions are at the discretion of Snowy Hydro; funding decisions will be final and no negotiations will be entered into with applicants.

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Funding process

All applicants will be advised of the outcome of the round. Successful applicants will receive a letter from Snowy Hydro formally advising them of the success of their application, together with a 'Release of Funds' agreement to be signed by the applicant prior to the receipt of funding.

Snowy Hydro will make public announcements of funding round outcomes on the Hunter Power Project website, media and via other project materials.

Completion of funded projects, events or activities

Funding recipients will be required to submit a report (using a template provided as part of the Release of Funds agreement), within three (3) months of completion of the project, event or activity. As part of the report, the recipient will be required to provide:

- A short description of the project, event or activity
- A summary of the outcomes of the project, activity or event including its beneficiaries
- Evidence of use of the funds (e.g. invoices/receipts)
- Copies of photos or promotional materials including quotes / feedback from beneficiaries (where possible).

It is a condition of the funding agreement that any images provided can be used by Snowy Hydro including in relation to the Hunter Power Project.

Recipients failing to submit their report may not be eligible to participate in future rounds of community funding.

If the project, event or activity does not proceed, organisations must advise Snowy Hydro and negotiate either re-purposing or repaying funds.

Snowy Hydro Promotion

Snowy Hydro retains the right to publicly promote funded projects, events and activities in internal and external publications, website, and other communication materials.

CONTACT US

If you have any questions or would like further information on our community grants program, we encourage you to connect with us via:



Project information line

1800 570 529



Email:

communityconsultation@hunterpowerproject.com.au



Our website:

hunterpowerproject.com.au

Community Grants Program Application Form

Applicant organisation's details

Registered name of organisation:

Australian Business Number (ABN):

Not applicable

Type of organisation:

- Charity / not-for-profit community organisation
 For profit community organisation
 Aboriginal organisation
 Other *Please specify*

If an Aboriginal organisation, what is the name of your group?

Is your organisation registered for GST? Yes No

Has your organisation been granted Deductible Gift Recipient (DGR) status?

Yes No

Purpose of the organisation: *Describe your organisation's vision, goals and principles*

Contact person's details

Name: *Name of a person with authority to make this application on behalf of the organisation*

Position / title:

Phone number:

Email:

Postal address: *If different from street address of organisation*

Details of the Project, Event or Activity

Name and detail of the project, event or activity: *Including date of event if applicable*

Why is your project, event or activity required by the community?: *Describe how does your initiative addresses an identified need or community aspiration. Include any supporting evidence.*

How does the project, event or activity contribute to your community's long term wellbeing, prosperity and/or sustainability?

Details of the Project, Event or Activity continued...

Is this a new project or the continuation of an existing project?

Why is your organisation the right one to deliver this project? *You have a history of delivering this type of project and can reach the appropriate target audience.*

Is there an opportunity for Snowy Hydro's Hunter Power Project team to be engaged in your event? *This may include volunteers for tree planting or a similar activity.*

Have you completed similar events or projects recently? *List any examples below and include any supporting documents.*

Are there any key risks associated with the project and how will they be mitigated? *For example the number of team members to run the event; council approvals required.*

Identified risk	Potential Mitigation
1.	
2.	
3.	
4.	

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How many people will benefit from the project, event or activity? *Approximate number, location, cultural groups, age groups.*

Budget

How much funding is requested from Snowy Hydro? *Up to the value of \$5,000 incl. GST*

What is the total value of the project, event or activity? *Including other funding / in-kind support*

Is other funding required to complete the project? Yes No

If yes, is this funding secured? Yes No **If no, when is funding expected?**

If Snowy Hydro is covering a partial amount of the required funding, please specify which element of the project, event or activity Snowy Hydro's funding will cover:

Breakdown of spend: *Attach quotes, plans or supporting information where applicable*

Item / activity	Expected benefits	Total cost
		\$
		\$
		\$
		\$
		\$

How will Snowy Hydro's contribution be recognised? *E.g. Website, newsletter, local & social media, signage*

Declaration

An authorised person must sign this declaration.

I certify that all the information provided in this application is current and correct to the best of my knowledge and I have:

- Read Snowy Hydro's community grants guideline.
- Confirmed that my organisation/project/event/activity is eligible for support.
- Completed all sections of the application form (where applicable).
- Included any support documentation as requested.

I acknowledge and agree that, if our organisation is successful, we will:

- Read sample funding agreement
- Accept and use the funding support as awarded.
- I am authorised to submit this application on behalf of the organisation
- Allow information about the initiative to be used by Snowy Hydro and the Hunter Power Project for external communication and promotion purposes.

Signed:

Name:

Position:

Date:

Other important information:

Organisations can submit more than one application for different projects, events or activities, however, combined funding for an organisation will be limited to \$5,000. It is asked that where possible, organisations submit a consolidated application to ensure that all funding requirements are considered as part of one application.

Snowy Hydro is unable to help you complete the application form. However, our Hunter Power Project Stakeholder Engagement and Corporate Affairs team is available to assist in answering questions about the application process and any of the requirements outlined in the Community Grants Guideline.

Our team can be contacted via:

Project information line on 1800 570 529

Email at communityconsultation@hunterpowerproject.com.au

ATTACHMENT CHECKLIST

Have you attached the following?

- Quotes for proposed spend to support funding request
- Other information that may support your application