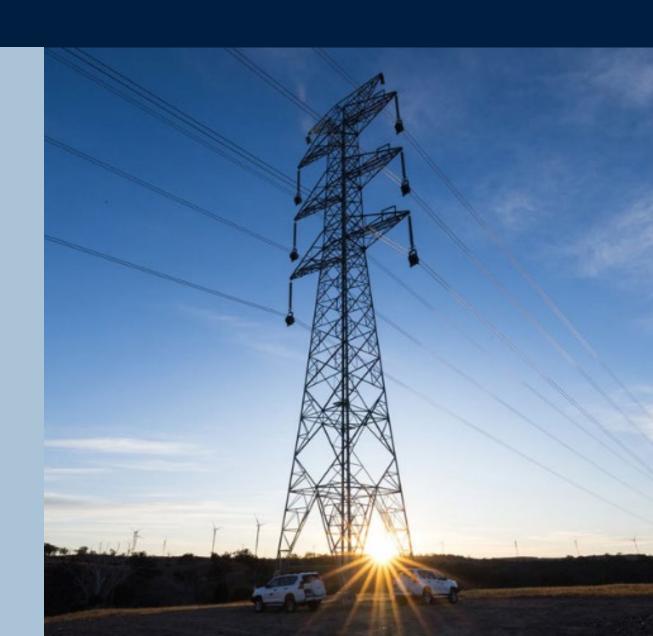# Community Grants Guidelines

Program overview and frequently asked questions

Powerlink's community grants

Welcome to Powerlink's Community Grants. This Guideline and Frequently Asked Questions (FAQs) will help assist you to prepare an application and enable us to assess your application in view of our principles and frameworks. Please ensure you read these guidelines carefully.

Powerlink's Community Grants support community projects and activities that align with Powerlink's community investment approach and supports our commitment to sustainable communities and economic development. The Powerlink Community Grants provide small grants, valued up to $5,000 for one-off short-term projects.

Round 2 opens on Thursday 22nd August 2024 and closes on 1pm on Thursday 3rd October 2024 for projects commencing from January 2025 and to be completed by December 2025.

The round is available to community projects and activities located in the following Local Government Areas (LGAs): Banana, Cairns, Charters Towers, Etheridge, Flinders, Gladstone, Gympie, Hinchinbrook, Somerset, South-Burnett, Southern Downs, Richmond, Toowoomba and Western Downs. Additional LGAs are expected to be included in future rounds. Grant rounds are communicated on our website www.powerlink.com.au.

Powerlink's Community Grants is a key part of our approach to mutual value creation and delivering on the principles of our Community Engagement Strategy.

Delivering benefits to local communities

As part of the energy transformation, we are helping to deliver benefits to local communities across Queensland. Powerlink's community investment approach provides grants and community investment opportunities that align with Powerlink's values of supporting sustainable communities and economic development.

Being active in our communities and partnering with impactful organisations and groups to drive positive change is central to Powerlink's focus. This is a key part of our approach to mutual value creation and delivering on the principles of our Community Engagement Strategy.

Our community investment focuses on creating sustainable communities, assisting in economic development, enhancing community and social capacity, building resilience and creating a positive legacy.

Who is eligible to apply?

Applicants are eligible for funding if they are:

- a community group, community club or a not-for-profit organisation;
- an incorporated association or similar legal entity;
- auspiced by another organisation that is incorporated (or has a similar legal entity) and can manage the grant on behalf of the applicant;

and

- the applicant organisation holds current public liability insurance policy (minimum $10 million) and other relevant insurances (e.g. workers compensation insurance, insurance for volunteers etc.) or able to secure these relevant policies prior to entering into a funding agreement, should the applicant be successful; and
- the applicant is able to complete their project between 1st January 2025 to 31st December 2025; and
- the applicant can deliver the project within the nominated Local Government Area (LGA).

Eligible LGA's:

The applicant can be based anywhere in Australia however you must have Queensland representation and your project must be undertaken within the identified fourteen LGA's, which are:

> Banana, Cairns, Charters Towers, Etheridge, Flinders, Gladstone, Gympie, Hinchinbrook, Somerset, South-Burnett, Southern Downs, Richmond, Toowoomba and Western Downs LGA's.

Who is not eligible for funding?

An applicant is not eligible for a grant if they:

- are not a legal entity (or not auspiced by a legal entity)
- are a for-profit business
- are a political group
- are an individual
- have outstanding Powerlink grant acquittals

What activities are eligible for funding?

We fund projects or activities that provide benefits and mutual value between Powerlink and our stakeholders, customers and communities.

Eligible projects are those which:

- Support and create sustainable communities, e.g. community activities, local events organisational planning and development, systems and tools to improve services etc.
- Assist in economic development, e.g. training, skills development, events and resources etc.
- Enhance community and social capacity, e.g. materials, equipment, education and learning, upgrades to services etc.
- Build resilience and create a positive legacy, e.g. creates opportunity to build strong community connections, cultural programs, improvements to community infrastructure etc.

For example, initiatives that improve or promote inclusivity, resilience, public safety, wellbeing, health, education, participation or the environment get our attention in the community!

What does the program not fund?

We do not fund projects and activities that include the following:
- projects that have already commenced prior to 1st January 2025 or have been completed
- solely benefit an individual
- fundraising drives and mass appeal donation requests
- gambling, political and religious activities campaigns
- projects that rely on ongoing funding
- costs associated with staff wages
- high-risk, unsafe activities that pose an unacceptable safety or animal welfare risk
- projects that are the core business of government
- activities that are not aligned to Powerlink's values and commitments

Please see our Frequently Asked Questions (FAQs) at the end of this Guideline for more details.

Evaluation of applications

Applications will be assessed for eligibility by Powerlink's assessment team. The team is highly experienced in the fields of innovation, education, environment, safety and community engagement. The assessment team will review applications against the assessment criteria once applications close.

All applicants will be advised via email of the outcome of their application within approximately 8 weeks of the round closing date.

Assessment Criteria

Applications will be assessed against the following criteria and alignment:

1. The projects benefit to the community
    o Outline the focus of the project and how it will benefit participants, attendees and the community.
2. Alignment to Powerlink's community investment objectives (economic development, community capacity, community legacy, resilient and sustainable communities)
    o Describe how the project will contribute to Powerlink's objectives. If the project addresses more than one objective, then outline the benefit across selected objectives.
3. The extent to which the project will engage the local community
    o Outline how the project will engage with the local community and how the project has been informed by community needs.
4. The applicant's experience in delivering similar projects and activities
    o Describe the skills and experience in delivering similar projects and any support provided by others involved, e.g. committee, partner organisations etc.
5. The project's budget and demonstration of value for money
    o This is whether the amount requested is fair and reasonable and reflective of the value of the project to the participants involved and the local community.

How to apply

https://powerlink.smartygrants.com.au/CommunityGrantRound2

Successful applicants

Funding of up to $5,000 (excl GST) per application will be awarded to successful applicants. Successful applicants will be asked to:

- Enter into a funding agreement with Powerlink which sets out the rights and obligations of the parties in relation to the program. Obligations include commitment to undertake the project according to applicable laws and agreement to indemnify Powerlink of any liability in relationship to the acceptance of the grant.
- Provide any relevant insurance certificates (e.g. minimum $10 million public liability insurance).
- Ensure the delivery of your project and activity aligns with our Safety, Community and Environment Commitments, found at powerlink.com.au/corporate-responsibility.
- Request prior approval when using the Powerlink logo on promotional material for the event.
- Provide a short acquittal report which details the number of people to directly benefit from the project, a summary of the projects outcomes and share any success stories at the end of the initiative.
- Share any photos of the initiative with/without Powerlink representation use in future promotional purposes.
- Advise us of any changes in circumstance relating to the funded project e.g. change in main contact person, project/activity schedule changes etc.

Key terms and conditions

Powerlink is not legally bound or required to provide funds or advance any payment amounts until a funding agreement is in place.

To receive funds if your application is successful, you will need to:

- return a completed funding agreement
- provide any relevant insurance certificates (e.g. minimum $10 million public liability insurance)
- provide a tax invoice for the grant to be paid.

This is a one-off payment and it might not be the full amount you applied for. If you are unable to meet the funding agreement timeframes or budget expenditure, please speak with us at communitygrants@powerlink.com.au

Submission deadline

Applications close 1.00pm (AEST) Thursday 3rd October 2024. Your application must be submitted through https://powerlink.smartygrants.com.au/. The timing for submission deadlines is final and late applications will not be accepted. If you experience any difficulties with our Community Grants portal, please contact us at communitygrants@powerlink.com.au

Privacy

The information an applicant provides in their application form will be handled in accordance with the Privacy Act 1988 (Cth). For more information see the powerlink.com.au/privacy-statement . In submitting an application, the applicant agrees to the Powerlink collecting any personal information contained within the application, including the name, contact details and role of its officers in order to assess the application and for the purpose of grants administration.

FREQUENTLY ASKED QUESTIONS

The Powerlink Community Grants supports projects and activities aligning with Powerlink's commitment to sustainable communities and economic development. The Powerlink Community Grants in this round provides small grants valued up to $5,000 for one-off short-term projects. Please review the Frequently Asked Questions (FAQs) to prepare your application and assess the suitability of your project.

What type of organisations are eligible to apply, and can we submit multiple applications?

Incorporated community groups and not-for-profit organisations are eligible to apply to the Powerlink Community Grants Program. Not-for-profit organisations that are not incorporated are eligible to apply if they are auspiced by a not-for-profit organisation or local council involved in the project.

Only one application per organisation will be accepted each round.

Do we support activities and events undertaken by schools, P&Cs and P&F organisations?

Yes, however you may be required to apply with a peak body, council or not-for-profit organisation depending on the type of insurances and legal entity your organisation is.

The minimum level of insurance required to cover your project and activities, including $10 million public liability insurance, in addition to workers compensation insurance, insurance for volunteers and other insurances as determined by the applicant/s.

What type of activities and projects will Powerlink fund?

Powerlink's Community Grants provides funding for one-off projects, events, and activities to be undertaken during 2025. To be eligible for a small grant, your application must demonstrate alignment to the following:

1. Sustainable communities - strengthen community resilience, activities, events, services, and the environment.
2. Economic development - support skills, training, education, and economic outcomes.

All activities and projects must align with our Safety, Community and Environment Commitments, found at powerlink.com.au/corporate-responsibility. The eligibility and funding sections in this guideline provides additional detail. If you are unsure if your project meets these requirements, please email us at communitygrants@powerlink.com.au

Does Powerlink support activities that include animals, sporting activities and high-risk community events?

Powerlink considers requests for funding that includes community and sporting events and activities, and those that include animals. However, safety and animal welfare are key considerations of our assessment.

If applying, applications are strongly encouraged to apply for funding related to making their event and activity safer, accessible, or sustainable for communities. For example, requests for funding to support first aid during an event or improvements to a BMX racing track to make it safer.
All projects and activities must hold the appropriate level of insurance.

We are seeking funding to support events and activities that include animals (e.g. show day, camp draft, rodeo, race day), how can we strengthen our application?

We recommend prioritising safety, wellbeing, and activities that support capability and skills building, training opportunities and animal welfare, e.g. funding to host a community educational session on caring for wildlife OR purchasing first aid equipment for an event that includes animals in its program.

If you are applying for a resource or equipment that will be used by other groups in your community, then please outline the wider community benefit in your application.

Whilst we do provide support to local events that include animals, your application will be more competitive if you outline how it will address potential risks, for example, safety considerations, and demonstrates support for sustainable communities, economic development, enhancing community and social capacity and skills, building resilience and creating positive legacy. We are committed to communities, safety, and the environment. Projects that align with our commitments and eligibility criteria will only be considered for funding.

We are seeking funding to support a project that is being delivered in a LGA that is not listed on your website (under Powerlink Community Grants). Can we still apply for funding?

Unfortunately, you will not be eligible for this round. Powerlink is likely to expand to additional LGAs within Queensland aligning with Powerlink activities during 2025. We encourage prospective applicants to visit our website to review eligible LGAs in future rounds of Community Grants.

Your organisation must be based in Australia and have Queensland representation. Your project must be undertaken within one of the nominated LGAs.

If your project is located in more than one of the listed LGAs (i.e. crosses an LGA boundary), select one LGA to be the primary, and provide detail of the project's locations and activities in the project information section in the application form.

Can we apply for projects and activities that have already commenced or are delivered beyond 2025?

No, as the Powerlink Community Grants supports short-term projects only. We do not provide funding for projects and activities that have already occurred or commenced prior to 1st January 2025.

Applicants are encouraged to complete projects within the 2025 calendar year. You will be required to enter your project start date (no earlier than 1st January 2025) and project completion date (no later than 31st December 2025) at the time of submitting your application on our Smarty Grants portal.

Can we get an extension of time to submit our application?

To ensure that applications are processed in time, complete applications must be received by the closing date. If you experience any unexpected circumstances while submitting your application, please contact us at communitygrants@powerlink.com.au

When will we be notified of the outcome of our application?

Powerlink aims to advise all applicants of the outcome of their application approximately 8 weeks after the closing date. Formal approval and payment of funding will be provided to successful applicants within four months from the closing date and is dependent on the completion of the funding agreement. Applicants will be advised of the outcome during November 2024 to support delivery of Powerlink Community Grants projects from January 2025.

Will Powerlink provide feedback on the grant application?

Unfortunately, we are unable to provide feedback on individual applications due to the volume of applications usually received in the process. The Powerlink Community Grants is a discretionary funding program and there is no appeals process. We encourage applicants to reapply in future rounds.

For further information contact us via communitygrants@powerlink.com.au.

Contact us

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