



Community Benefit Fund Program Guidelines

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1. Giving back to communities

Leading renewable energy developer, Pacific Blue, is committed to supporting the communities that host our clean energy projects with positive and lasting social, environmental, and economic benefits.

In line with the principles of the International Association of Public Participation (**IAP2**), Pacific Blue's Community Benefit Fund Program (**Program**) empowers communities to identify local priorities and decide on the initiatives and projects that Pacific Blue should support in their area.

1.1 Program aims and objectives

The Community Benefit Fund Program aims to:

- Give back to the communities that host our clean energy projects.
- Support and strengthen communities, making them more cohesive and resilient.
- Empower communities to identify their priorities and decide which initiatives should be supported.
- Encourage innovative solutions to local issues.
- Foster partnerships among organisations to deliver community-based services.
- Promote long-term positive outcomes and capabilities within communities.
- Work towards reconciliation with Aboriginal and Torres Strait Islander people as the Traditional Owners of the land on which Pacific Blue operates, in accordance with Pacific Blue's Reconciliation Action Plan.
- Promote awareness and commitment to sustainable community ideals.

1.2 Areas of focus

The Program supports projects in six key areas:

Area	Definition
Health and welfare	Projects that enhance, support, and promote the health and welfare of community members; including relief of disadvantage, ill-health or distress.
Education and training	Projects that broaden access to and enhance the quality of education and training in the local region.
Environment	Projects and initiatives that support the conservation and rehabilitation of the environment in the local area; and/or help to reduce emissions, waste, and promote environmentally sustainable practices.
Sport and recreation	Projects that enhance, support, and promote healthy and active sport and recreational activities in the local community.
Cultural and arts	Programs and initiatives that foster, support, and promote a vibrant cultural, artistic, and community life.
Aboriginal & Torres Strait Islander health and wellbeing	Projects that support the health and wellbeing of Aboriginal and Torres Strait Islander people with a particular focus on Closing the Gap targets.



Pacific Blue's Community Funds

Pacific Blue seeks to involve and empower members of the local community to determine what funding method is suited for their local area.

Based on these considerations and to meet specific local needs, the funding method used in each area may be different. The below table identifies funding method, the communities that are eligible to apply for funding, and the fund frequency and amount.

Fund	Funding method	Communities served	Found amount & Frequency	Fund application limit
Clements Gap	Sustainable Communities Fund	Clements Gap, Crystal Brook, Fisherman Bay, Merriton, Mundoora, Port Broughton, Red Hill, Wandearah East, Wandearah West	\$55,000 – annual	\$10,000
Crowlands and Challicum Hills	Sustainable Communities Fund	Amphitheatre, Ararat Rural City, Barkly, Buangour, Crowlands, Elmhurst, Great Western, Lake Bolac, Landsborough, Lang Logan, Lexton, Moonambel, Moyston, Natte Yallok, Pomonal, Raglan, Redback, Warrak	\$236,000 Bi-annual (2023/25)	No limit
Great South West (Codrington / Yambuk)	Sustainable Communities Fund	Aringa, Codrington, Crossley, Killarney, Kirkstall, Koroit, Moyne, Orford, Port Fairy, Rosebrook, St Helens, Toolong, Tower Hill, Yambuk	\$88,000 Bi-annual (2024/26)	No limit
Great South West SCF (Portland)	Sustainable Communities Fund	Bolwarra, Cape Bridgewater, Cape Nelson South, Cashmore, Curries, Gorea, Gorea West, Heathmere, Heywood, Narrawong, Portland, Tarragal, Trewalla, Tyrendarra	\$284,000 Bi-annual (2024/26)	No limit
Haughton	Sustainable Communities Fund	Ayr, Brandon, Clare, Dalbeg, Giru, Home Hill, Millaroo	\$80,000 Annual	\$10,000
Taralga	Community Enhancement Fund* <i>managed by Upper Lachlan Shire Council</i>	Within 20km of the Taralga Wind Farm in the Upper Lachlan Local Government Area.	Annual	\$10,000
Yalook South	Community Fund* <i>overseen by the Yalook South Community Fund Partnerships Group</i>	Beremboke, Glenmore Mount Wallace, Rowsley	\$62,000 Bi-annual (2024/26)	No limit



2. Eligibility

2.1 Eligible projects

To be eligible, any proposed project or initiative must:

- Meet the Community Benefit Fund Program's [aims and objectives](#) (as outlined in Section 1.1).
- Directly benefit at least one of the local communities served (as outlined in the table in Section 1.2).
- Not be for the private gain of particular individuals.
- Have the support of the community (shown by endorsement from prominent members of the community).
- Have necessary approvals and permissions in place prior to applying, such as planning or other council approvals (if required).

2.2 Ineligible projects

We will not fund projects proposed by organisations or individuals that have previously received funding from Pacific Blue and:

- Did not deliver the project as described in the original application or proposal.
- Did not supply a Report Back Form and adequate proof of expenditure (receipts) within the agreed timeframe as required.
- Did not return funds to Pacific Blue where the project was not implemented as agreed (this does not apply to organisations which return funds where the actual cost of their project falls below the proposed project costs).

An exception can be made, at Pacific Blue's discretion, if 12 months has not passed since previously given funds were received.

2.2.1 Specific projects not to be funded

The Program will not support applications that seek to fund, cover or pay for:

- An organisation's existing debts.
- Administrative, advertising costs (such as insurance or printing and distributing promotional material).
- Salaries or wages of any kind of staff of an applicant organisation (whether ongoing or on a contractual basis). This does not apply to tradespeople or specialists engaged specifically to deliver part or all of a project, as they are considered a cost component of a project.
- Conference organisers or potential attendees at conferences.
- Accommodation or travel expenses of any kind.
- Fundraising events (such as dinners or fun runs).
- Administration and running costs of events or festivals (including advertising, accommodation, prize money, insurance, salaries or other fees).
- Administration costs that an organisation incurs, including bank fees, accounting costs and fundraising expenses.
- Activities with a religious or political purpose.
- Activities that benefit an individual (including those seeking support for academic studies towards a degree, overseas travel for any purpose, raising funds on behalf of charitable or other organisations).



- Projects that are the sole responsibility of Federal, State or Local Government, including primary and secondary schools and organisations that are auspiced by Government.
- Projects that do not align with Pacific Blue's corporate values, including projects that, in the opinion of Pacific Blue, are environmentally, socially or economically unsustainable or do not benefit the local community (this includes applications for air conditioning and heating – except where appliances are powered by a renewable energy source such as solar panels).
- Activities that will primarily benefit or be used by organisations operating outside the communities identified in the table in Section 1.2.
- Purchasing, servicing or replacing defibrillators or first aid kits.

2.3 Eligible organisations

In most cases, only not-for-profit (**NFP**) organisations are eligible to apply for funding. For reference, "A not for profit organisation is an organisation that is not operating for the profit or gain (either direct or indirect) of its individual members".

NFP organisations eligible to apply to Community Funds include:

- Incorporated Associations
- Committees of Management
- Unincorporated (Voluntary) Associations with an ABN and a formal constitution
- Co-operatives (that are defined as not-for-profit in their charter or constitution)
- Companies Limited by Guarantee.

NFP organisations that do not yet have an ABN are eligible, but additional paperwork may be required if their proposed project is successful.

2.3.1 Local Fire Brigades and State Emergency Services

Entities that are individually incorporated but work as part of a broader government service – such as volunteer SES or rural Fire Brigades – are eligible to apply for funding under the Program.

2.3.2 Committees of Management

Some local and state government owned reserves and facilities are managed by voluntary Committees of Management.

These bodies provide a management function on behalf of the relevant government department; and have responsibility to manage and maintain these facilities.

Committees of Management can apply to the fund for projects which are not considered core government responsibilities. For example: a Committee of Management for a council hall could apply for new chairs, furniture, or appliances; but not for a major extension or essential repair work to the building, which would be the responsibility of council.

2.3.3 Auspicing

If an organisation would not be considered eligible but wishes to apply for a grant, it may be able to establish a relationship with an organisation that meets the NFP criteria (such as a local community group or service organisation) and work in partnership to deliver the project. This type of arrangement is known as auspicing, where the project is delivered under the **auspices** of that organisation.

Groups that may benefit from such an arrangement include newly formed or small initiatives. To 'auspice' means to provide support or guidance. When using an auspice



arrangement, the relationship is often described as one where the auspicee will be carrying out the project 'under the **auspices** of' the incorporated organisation – the **auspicator**. The **auspicator** applies for and receives the funding for the auspice and helps to deliver the project; and may cover the project under its Volunteer and Public Liability Insurance policies.

The **auspicator** must submit the application for funding; be the signatory to the terms of the funding agreement; and take responsibility for ensuring the project is delivered as agreed. Use of an **auspicing** arrangement should be clearly identified in the application form.

2.4 Ineligible organisations

2.4.1 Government-related Bodies, Agencies, or Organisations

Projects and initiatives that are the sole responsibility of Federal, State or Local Government cannot be supported through the Program.

Proposals that are not eligible for funding are projects that seek to deliver or replace core government department services – such as the delivery of school building upgrades or core school services.

An exception exists where entities are individually incorporated but serve as part of a broader government service (such as local volunteer fire brigade or SES units).

2.4.2 Kindergartens, schools, and Vocational Training Organisations

The Program will not support projects that seek to:

- Deliver or support educational or training services that are a core government responsibility, for example delivery of education and development services to children, young people and adults.
- Deliver works and upgrades that would normally be funded by Government or from a School Building Fund (using the Australian Taxation Office's definition of a "School Building").

For example: an application that seeks funding to complete part of a classroom or building at a state school, or the replacement of chairs and desks would not be eligible to apply, as these expenses are considered the responsibility of government.

Facilities or resources that are shared with the community may be eligible to apply.

3. Selection criteria

Projects seeking funding under the Community Benefit Fund Program will be evaluated based on the criteria outlined in this section. Projects deemed as ineligible in line with Section 2, above, will not be assessed against the selection criteria. Pacific Blue reserves the right to request further information when reviewing applications or proposals.

3.1 Align with the Community Benefit Fund Program aims

The application:

- Clearly states the project's objectives and what it aims to achieve.
- Illustrates how the project aligns with the Community Benefit Program's aims/objectives, aiding Pacific Blue to make a valuable investment in the community.
- Describes how the project will contribute to the long-term social, economic and environmental sustainability of one or more of the communities listed in the table in Section 1.2. (NB: *A proximity weighting system will be applied to communities closest to a project experiencing the greatest impacts. (0-5km 15% weighting, 5km – 10km 10% weighting, 10km – 15km 5% weighting).



3.2 Identify community needs

The application:

- Identifies the specific community need(s) that the project aims to fulfil or address.
- Present evidence to support the need(s) identified.
- Explains how the project will benefit the community.
- Identifies the specific groups in the community that will benefit (e.g. seniors, youth, Aboriginal & Torres Strait Islanders, jobseekers, people with a disability).
- Provides evidence of support for the project in the community (letters from or contact details of prominent community members that support the project).

3.3 Have a clear, realistic, and feasible plan

The application:

- Explains how the project will be delivered and achieve the desired result.
- Provides a simple plan that:
- Describes the project and project objectives.
- Includes clear project timeline outlining the key milestones and time it will take to deliver each part, as well as the project overall.
- Has all approvals or permissions in place prior to applying, such as council approval (if required).

3.4 Outline a budget, prices, and alternatives

The application:

- Provides a realistic budget that accurately reflects the scope and scale of the project.
- Where possible, provides at least two quotes or catalogue prices which clearly.
- Demonstrate the scope of goods and/or services required to deliver and complete the project.
- Provides a list of any potential or alternative funding sources for the project (i.e. council funding, private philanthropy, member contributions, other fundraising).
- If the application is for part-funding, explains where the other sources of funding are coming from.

3.5 Outline a management plan

The application:

- Details who will oversee and manage the delivery of the project (board or management committee, person or people in your organisation or auspicing partner responsible for delivery).
- Outlines how the project's success and effectiveness at meeting the community need will be evaluated.
- Explains how the project is financially viable and can be achieved within the agreed timeframe.

3.6 Innovation

The following criteria are not essential, but will be taken into consideration: The application:

- is innovative or proposes an original solution to community need(s).



- outlines how the applicant will collaborate with the broader community, including other community groups, council and/or local business(es) in both delivering this project and, in the future.

