

# brighter futures

Arrow Energy in the community

## Funding Guidelines

Arrow Energy understands the importance of supporting, building and fostering stronger relationships with the communities in which we operate. Since 2011, we have invested in partnerships and initiatives that deliver services, activities and bring significant local benefits that will, last well beyond our projects.

Arrow Energy's Sponsorship and Donation program provides financial grants of up to \$5,000 to assist organisations and community events within Arrow's footprint in the Western Downs and Isaac Regional Council (Moranbah) Local Government Areas or Toowoomba Regional Council or Cecil Plains or Tipton or Lynwood.

### Who can apply?

To apply, your organisation must be:

- A community organisation – i.e. an incorporated, not-for-profit organisation providing services within the Western Downs Regional Council or Isaac Regional Council (Moranbah) Local Government Areas or Toowoomba Regional Council or Cecil Plains or Tipton or Lynwood. This includes schools and other educational institutions, not-for profit organisations, clubs, associations and charities.
- You may also be a council, or an organisation which delivers a service to the community, such as an aged care or educational facility or kindergarten etc.
- Your organisation must have had a local operational presence for at least one year.

OR

- A First Nations Traditional Owner Group with whom Arrow has a formal agreement, for a project that will be delivered in either the Western Downs Regional Council or Isaac Regional Council (Moranbah) Local Government areas or Toowoomba Regional Council or Cecil Plains or Tipton or Lynwood.
- The organisational structure of the group must be a legal entity. The entity may be legally based outside of the project delivery area.
- An unincorporated organisation, with a sponsor organisation that is directly associated with the project (for example, a local unincorporated sporting club, sponsored by its parent [incorporated] body).

**Note;** only one successful application per organisation per year will be accepted (this excludes sponsor applicants who may submit applications for more than one unincorporated entity and/or on behalf of themselves).

## Eligibility

- The nominated event must be delivered in and/or located in the Western Downs Regional Council or Isaac Regional Council (Moranbah) Local Government Areas or Toowoomba Regional Council or Cecil Plains or Tipton or Lynwood.
- Applicants must be a registered not-for-profit community group or association.
- Applications must also show how the activity benefits the Western Downs Regional Council or Isaac Regional Council (Moranbah) Local Government Areas or Toowoomba Regional Council or Cecil Plains or Tipton or Lynwood.
- Funds can only be provided for activities that have not already occurred at the time the application is considered (ie: funding cannot be retrospective). Funds **cannot** be provided to reimburse applicants for funds already spent.
- Eligible groups may submit an application at any time during the year. Please note that submitting an application does not guarantee approval. The program is discretionary and support for projects depends heavily on the value your project provides to the broader community.
- Successful applicants will be required to:
  - Use the funding for the specified activities outlined in their application. Recipient organisations must provide the appropriate accountabilities to prove grant monies have been expended on the specified project.
  - Acknowledge Arrow Energy's contribution at relevant events and on social media channels.
  - Provide an initiative/event evaluation report, if requested by Arrow Energy.

Arrow Energy will preference applications that support local businesses or suppliers and goods and services are sourced locally and/or from regional Queensland for the delivery of your project (e.g. sourcing a local builder to undertake construction works).

The following categories have been identified as being important to both the communities where we operate and Arrow Energy's business. Proposed project activities should address one or more of the following categories:

- Health.
- Education.
- Sport and Recreation, and
- First Nations support.

We fund initiatives that:

- Build skills and capacity in the local communities.
- Bring communities together and support local businesses.
- Deliver ongoing benefits to communities after the initiative is complete.

Our community sponsorship program preferences one-off donations for projects or events occurring in the 2023 calendar year. Multi-year commitments may be considered on a case-by-case basis.

### Arrow Energy may decline an application based on any of the following criteria.

- the applicant's ethical behaviour, integrity or position on cultural matters is not aligned with Arrow Energy's values.
- General operating expenses - funding will not be provided to cover expenses such as electricity, lease/rent payments, telephone, etc. that are part of the organisation's ongoing and ordinary expenses.
- Air travel and accommodation for individuals or groups.
- Projects which are considered to be the core responsibility of government.
- Projects solely focused on capital works or large equipment requiring ongoing maintenance.
- Private business, political or religious activities.
- events that are inconsistent with the RSPCA's position on animal welfare, e.g. novelty animal races, (<https://kb.rspca.org.au/knowledge-base/what-is-the-rspcas-view-on-novelty-animal-races-for-fundraising-or-entertainment/>).
- Activities/events that have already been held (e.g. retrospective funding requests).
- Requests for services your organization already provides through other funding arrangements.
- Requests from individuals.
- Activities that do not benefit communities in the Western Downs or Isaac Regional Council (Moranbah) Local Government Areas or Toowoomba Regional Council or Cecil Plains or Tipton or Lynwood.
- Political contributions, business memberships and requests from religious organisations for religious purposes.
- Ongoing costs or retrospective project costs.
- On-going running costs including insurance, employee salaries or overheads.
- Untied cash donations including prize money.

### Conditions of Funding

- Only applications using the standard application form will be accepted.
- Applications must be received by the closing date. **No late applications will be considered.**
- Successful applicants will be required to enter into a contract with Arrow Energy and the funding must be spent in accordance with the original application and the contract.
- Arrow Energy reserves the right to request audited financial statements from the applicant (for any project or activity) at any time.
- Arrow Energy reserves the right to request written evidence from the property owner confirming their approval for the project (if the work involves a property that the organisation does not own) or evidence of sponsor organisation approval.

Shell is a shareholder of Arrow Energy. Shell is a UK domiciled company. Shell's securities are traded in both the US and UK. Shell must comply with the US *Foreign Corrupt Practices Act 1977* and the UK *Bribery Act 2010*, which have international effect, as well as applicable anti-bribery and corruption (ABC) legislation in the counties where Shell operates.

We collect information regarding Committee / Board members of your organisation. Providing this information, including the involvement of any government official, will assist us to assess your application in a timely manner. Having a government official involved in your organisation does not preclude you from funding, however, we will need to undertake some extra steps to seek approval, in line with our Ethics and Compliance processes.

The definition of a 'Government Official' is:

- An official or employee of any government, or any agency, ministry or department (at any level) – including local government.
- A political party or any official of a political party, including candidates for political office.
- An immediate family member (that is, a spouse, dependent child, parent or household member) of any of the above.

### How to apply

- Funding guidelines and application form can be downloaded at <https://www.arrowenergy.com.au/community/social-investment/brighter-futures>
- All applications must be sent to [brighterfutures@arrowenergy.com.au](mailto:brighterfutures@arrowenergy.com.au) and received by the closing date to be considered.
- For more information, contact the Brighter Futures team on 1800 038 856 or email [brighterfutures@arrowenergy.com.au](mailto:brighterfutures@arrowenergy.com.au)

### Funding rounds

#### Round one

<b>Applications open</b>	3 April	<b>Applications close</b>	15 May	<b>Successful applicants notified by</b>	26 June

#### Round two

<b>Applications open</b>	17 July	<b>Applications close</b>	28 August	<b>Successful applicants notified by</b>	9 October
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