



# Flat Rocks Wind Farm Stage 1

## Community Fund Guidelines

March 2024



## Fund Area

Applicants within the Local Government Area boundaries of Kojonup and Broomehill Tambellup Shires are eligible.

The Fund area may be revised in future years.

## Applicants able to receive funding

- Not-for-Profit Organisations
- Have a valid Australian Business Number ([www.abr.business.gov.au](http://www.abr.business.gov.au))
- If you do not have an eligible ABN, you will require a Project Partner/Auspice. A Project Partner/Auspice is:
  - An organisation who has an eligible ABN and;
  - Willing to support and work with you to deliver your project

## Funding Amounts

The Fund has two (2) grant categories:

1. Minor Grants are for applications seeking less than or equal to \$5,000 (including GST) with no minimum limit.
2. Major Grants are for applications seeking more than \$5,000 (including GST) with the upper limit being the maximum fund amount for the year. For all categories, the amount requested in Grant applications must be inclusive of GST.

## What project categories will be supported

- Arts, culture & events
- Youth initiatives
- Indigenous Australians
- Health & wellbeing
- Sport & recreation





- Applications must be received within the allocated timeframe
- Applications must be sent to [flatrockswindfarm@enel.com](mailto:flatrockswindfarm@enel.com)
- Applications must be received before the closing date. Late applications may not be considered
- Applications will be acknowledged via email, and applicants will be notified of the status of their application within 1 month of the closing date

To begin an application please visit [www.enelgreenpower.com/our-projects/in-development/flat-rocks-wind-project](http://www.enelgreenpower.com/our-projects/in-development/flat-rocks-wind-project).

For queries about the guidelines, deadlines, or questions in the form, please contact our Community Liaison Office Olivia Thorn 0459 359 399 or email [flatrockswindfarm@enel.com](mailto:flatrockswindfarm@enel.com).

## Assessment of Applications

The process for the assessment of all applications for funding is as follows:

- ☐ Applications acknowledged via email;
- ☐ Applications assessed for eligibility against the criteria. Applications that do not meet the criteria will be notified via email;
3. Applications meeting the criteria will then be forwarded to the FRWFS1 Community Fund Committee for formal assessment;
4. FRWFS1 Community Fund Committee will be given 3 weeks to review applications before a special assessment meeting will be convened to determine applications;
- ☐ Applications will be assessed against the assessment criteria;
- ☐ The Community Fund Committee recommends successful applicants and the final approval is at Flat Rocks Wind Farm Stage 1 discretion.
7. Applicants will be notified of the outcome of the application by email and/or telephone.
8. Successful applicants will be sent a Letter of Offer and a Community Fund Participation Agreement (CFPA). This contract is between the FRWFS1 and the applicant outlining the approved funding and payment terms and conditions. A draft copy of the CFPA can be seen in Appendix 1 of this document.

9. Once this is signed and returned, the successful applicants will need to submit a tax invoice to Flat Rocks Wind Farm Stage 1

## Implementation of a Project following Funding

It is a requirement that all projects must be implemented within 12 months of receiving funding or an alternative timeframe outlined within the CFP. A required completion date will be notified within the CFP.

It is anticipated that all projects will be implemented as per the application.

If the project is delayed, a revised timeframe must be requested in writing. This will be reviewed and where possible a revised timeframe will be provided by variation to the CFP. If a variation is not requested or unable to be provided, all unspent funds must be returned to Flat Rocks Wind Farm Stage 1 within 30 days from notification.

Successful applicants can reapply for funding in subsequent rounds if they have successfully completed past projects and all reporting requirements. Failure to comply with this requirement may impede future applicants from applying for funding under future rounds.

## Governance and Administration of the Community Fund

The Committee will be appointed to evaluate all applications and to determine how best to distribute funds. The aim is to maximise long-term benefits for communities within and around the wind farm.

A panel of 3-5 civic-minded committee members will take up to 30 days to choose the successful applicants. The Community Fund Committee will comprise of 1 representative from Enel Green Power Australia, 1 Broomehill-Tambellup Shire representative, 1 Kojonup Shire representative, plus option for 1 community representative from each Shire (appointed by Shire CEO / Representative) to be nominated.

The Committee members will review applications received at the end of each round, and will meet within 4 weeks of application term to select successful applications.

## Reporting and Evaluation

A Final Report will be required to be completed. A copy of this will be provided to all successful applicants at the time funding is provided.

The report must include sufficient evidence of expenditure (such as receipts, etc.).

## Acceptance of these Guidelines

By submitting an application to the FRWFS1 Community Fund, you acknowledge you have read and understood the information and requirements provided in these Guidelines. Furthermore, that if you are successful in receiving a grant and do not adhere to the reporting requirements you may be required to return the funds to FRWFS1 and/or may forfeit being able to apply for future grants.

## Acknowledgement of Flat Rocks Wind Farm Stage 1

Successful applicants will be required to acknowledge the financial support provided by FRWFS1. The specific requirements for acknowledgment will be agreed upon when funding is awarded. These could include displaying logos in project material, acknowledgement in media releases, newsletters or placement of plaques, signage etc. with costs covered in the project budget. FRWFS1 must approve the final wording and layout for any form of recognition to be used.

## Review of these Guidelines

It is intended that the guidelines be a living document that may be modified after regular reviews by FRWFS1 to ensure that the Community Fund remains current and focused on achieving its key aims and is administered effectively and efficiently.

## Contacts

For further information please contact:

Olivia Thorn - Community Liaison Officer  
P: 0459 359 399  
E: [flatrockswindfarm@enel.com](mailto:flatrockswindfarm@enel.com)

Giulia Scataglini – Community Engagement and Sustainability Officer  
P: 0419 668 522  
E: [giulia.scataglini@enel.com](mailto:giulia.scataglini@enel.com)





## Appendix 1 - Community Fund Participant Agreement

**Project Title:** \_\_\_\_\_

**Organisation name:** \_\_\_\_\_

**Primary Contact Name:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Project Start Date:** \_\_\_\_\_

**Project Completion Date:** \_\_\_\_\_

### Due diligence questionnaire

Brief overview of the corporate governance structure/ownership of the beneficiary. Have there been any significant changes to this structure in the last 3 years?:

Does the beneficiary have any affiliate organizations?

Yes  No

Details:

Has beneficiary and/or office holders of the beneficiary been charged with any criminal offence, crime or offence relating to tax crimes, crimes against the public administration, against property, personal freedom, public order, environmental crimes?

Yes  No

Details:

Are there any other matters to be noted that may have the potential to create a conflict of interest (or the perception of a conflict of interest) between the beneficiary (and affiliates and engaged third parties) and Flat Rocks Wind Farm Stage 1 Stage 1 or EGP Australia?

Yes  No

Details:

The applicant agrees to the terms outlined in this document and acknowledges EGP and its affiliates rely on and perform their business responsibilities in accordance with the principles outlined in the Enel Code of Ethics (<https://www.enel.com/investors/sustainability/strategy-sustainable-progress/sound-governance/basic-principles>), Enel Zero Tolerance of Corruption, Enel 231 Guidelines and Anti-bribery Policy when conducting business and management of relations. To the extent that any act or omission by EGP in compliance with the Enel Code of Ethics would otherwise place EGP in breach of this Agreement, the applicant expressly agrees that any such act or omission will constitute a breach of this Agreement and that the funds allocated under the agreement must be refunded to Flat Rocks Wind Farm Stage 1 Stage 1/EGP.

The committee may seek clarification or request further information about the Project in order to help make its decision. Failure to provide the information in a reasonable timeframe will result in the application being rejected.

**Signed by an authorized representative of the Applicant:**

\_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_