



# BODANGORA WIND FARM COMMUNITY BENEFIT FUND

## APPLICATION FOR 2020/2021

**APPLICATIONS CLOSE ON MONDAY 15 March 2021 AT 5PM**

Before completing this application, the application criteria attached to this form should be read to ensure the application will receive consideration by Council. If you have any enquiries, please phone Council's Liveability Division, on 6801 4000 or email [council@dubbo.nsw.gov.au](mailto:council@dubbo.nsw.gov.au).

Applications can be posted to Dubbo Regional Council, PO Box 81 Dubbo NSW 2830 or emailed to [council@dubbo.nsw.gov.au](mailto:council@dubbo.nsw.gov.au). In the subject line of your email please put **Bodangora Wind Farm Community Benefit Fund**

<b>Name of Organisation</b>			
<b>Address</b>			
<b>Contact Person</b>			
<b>Position</b>			
<b>Phone No.</b>		<b>Mobile No.</b>	
<b>Email</b> (for remittance advice)			

**Bank Account details for payment** *(if no details given then your funding cannot be paid by direct deposit)*

<b>BSB</b>	-	<b>Account number</b>	
<b>Bank</b>		<b>Branch</b>	
<b>Bank Account owners name</b>			
<b>Signature of authorised person</b>			

**PART A**

**APPLICATION FOR FINANCIAL ASSISTANCE**

- 1. What is the total amount of your request (exclusive of GST)? \$ \_\_\_\_\_
- 2. Is your group/organisation incorporated not-for-profit? Yes / No
- 3. Is your group/organisation registered for GST? Yes / No
- 4. Does your group/organisation have an ABN (Australian Business Number)? Yes / No

If yes, please quote your ABN \_\_\_\_\_

***Please Note: Successful applications do not need to be registered for GST or have an ABN to receive a donation as the donations are classified as untied. However, should your organisation be registered for GST and/or hold an ABN, please complete the above information. Only incorporated not-for-profit organisations are eligible to apply. Projects may be auspiced by an eligible organisation.***

- 5. Please provide details of how your organisation intends to expend the funds:

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- 6. How will other residents of the Wellington Town and surrounding Villages, as part of, Dubbo Regional Council LGA, benefit from your organisation’s activities?

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7. Please list any donations received by your organisation over the past three (3) years:

Amount Received	Date	Purpose to which Funds were Applied

8. Has your organisation made application for financial assistance from Dubbo Regional Council or other bodies in the past three (3) years?

Yes / No

If yes, please complete the following table:

Funding Body	Date Lodged	Amount Sought	Amount Granted	Acquittal Completed?

## PART B

### INFORMATION REGARDING YOUR ORGANISATION

1. Please supply a brief history of your organisation and its current activities.

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2. Is the organisation based in Dubbo Regional Council LGA? Yes / No
3. Are funds for the benefit Wellington and surrounding Village communities? Yes / No
4. What is the number of current members of your organisation? \_\_\_\_\_
5. What are the membership eligibility requirements?

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6. What contributions do volunteers make to your organisation?

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**PART C**

**ADDITIONAL INFORMATION**

Please provide any additional information you consider necessary.

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## **BODANGORA WIND FARM COMMUNITY BENEFIT FUND 2020/2021 GUIDELINES AND SUBMISSION DIRECTION**

The Bodangora Wind Farm Community Benefit Fund has been created from Development Contributions arising from the Planning Agreement between Council and Infigen Bodangora Wind Farm Pty Ltd.

For 2020/2021, the Community Benefit Fund shall provide up to \$43,000 for grants to incorporated not-for-profit community groups for projects identified and assessed using an open call for applications.

**To be successful for funding, community projects must meet the following criteria:**

1. Deliver social, cultural, economic or environmental benefits to local communities of the Wellington district and Villages, which is part of Dubbo Regional Council Local Government Area.
2. Address an identified community priority
3. Demonstrate that any ongoing or recurrent costs of the project can be met by the community group once grant funding has been expended
4. The organisation must demonstrate the capacity to manage funds and deliver the project
5. Provide acquittal report within four (4) weeks of project completion

The maximum grant allocation available per project nomination is \$10,000.

There can only be one (1) application per organisation in last financial period.

Applications will be submitted to the Dubbo Regional Council Solar and Wind Farm Consultative Committee for their review and recommendations.

Acquittal reporting on all funded requirements will be a requirement of grant acceptance.

All applicants will be notified of the outcome in writing.

The Fund Assessment Panel reserve the right not to approve funding if the project:

- is salary, remuneration or profit based
- is for a single person
- is religious or political in nature
- requires ongoing funding for continuity
- supports beauty pageants or similar contests
- provides gambling or games of chance
- does not reflect community standards
- denigrates, excludes or offends minority groups

- degrades the natural environment
- Recipient is not a NSW or Federal Government department or enterprise funded by Government grants
- Have previously received funding from this fund or Council over the past 12 months

### **HOW ARE THE PROJECTS TO BE ASSESSED?**

The Dubbo Regional Council Solar and Wind Farm Consultative Committee shall use the defined criteria to assess and recommend the applications to receive funding, the panel comprises:

- Councillor Ben Shields
- Councillor Anne Jones
- Councillor John Ryan
- Chief Executive Officer
- Director Liveability (or nominee)
- Director Development and Environment (or nominee)

A report with the recommendations of Council's Solar and Wind Farm Consultative Committee shall be provided to Bodangora Community Consultative Committee.

Council shall consider the Bodangora Community Consultative Committee when making the recommendations to Council.

### **GRANT MANAGEMENT GUIDELINES**

Should your organisation be successful in its application for funding?

#### **Project Scope**

As part of your grant application you provided Council with a project scope. The scope must be achieved by the end of the project. It is not acceptable, without written consent of Council to change the scope of the project.

Any change of scope that is not approved by Council's Chief Executive Officer may result in the original grant amount being reduced or cancelled requiring funds to be returned to Council.

#### **Auspice**

Projects may be auspiced through incorporated organisations. If the grant will be managed through an auspice arrangement then the relevant information must be submitted with the application and detailed within the funding agreement.

## **Use of Grant Funds**

Grant funds may be used to leverage grants external to Council. The Bodangora Wind Farm Community Benefit Fund monies cannot be used in conjunction with existing or future Council grants.

## **Project Finances**

Project finances are to be managed to ensure that the project is completed within the budget proposed. Any project costs above the budget provided in the application are the responsibility of the recipient organisation.

Council shall not provide additional funds towards the project other than the grant provided. Grant funds that are not expended on the project shall be returned to Council.

GST is to be treated in accordance with Australian Taxation Office rules.

Project grants are to be expended within 12 months of the grant being provided. Failure to do so without written permission may result in the original grant amount being reduced or cancelled requiring funds to be returned to Council.

Council reserves the right to conduct a financial audit of the project wither during the project or on completion of the project.

## **Recognition**

Recipient organisations are required to recognise Council an Infigen as the funding source on all media, promotional material and project signage. The text to be used is as follows:

“Bodangora Wind Farm Community Benefit Fund: Dubbo Regional Council & Infigen.”

## **Project Reporting and Acquittal**

The recipient organisation is to report to Council via Council’s nominated Council Officer of the project six monthly. The report should address:

1. Progress
2. Expenditure
3. Issues
4. Photographs showing progress/ completion of the project.

If there is no progress, then a simple email to the nominated Council Officer identifying no progress and the reason, is sufficient.

At the end of the project, the organisation is to complete the project acquittal form within 4 weeks of completion and provide it along with copies of receipts to Council. Where the project is via an auspice arrangement, the auspice organisation must provide the acquittal for each individual project. All receipts relating to the project grant are to be provided with the project acquittal.

Expenditure should match funding at the end of the project. Where it doesn't comments must be provided on the acquittal as to why expenditure is less than or more than the original project budget.

### **Liability**

Council and its officers, Infigen and its officers, members of the Bodangora Wind Farm Community Consultation Committee and other members of the Fund Assessment Panel shall not be responsible for any liabilities incurred or entered into by the recipient organisation as a result of, or arising out of that organisation's responsibilities under the Funding Agreement.

The recipient organisation shall indemnify the Council and its officers, Infigen and its officers, members of the Bodangora Wind Farm Community Consultation Committee and other members of the Fund Assessment Panel against any claim, demand, liability suit costs, expenses, action arising out of or in any way connected with the activities of the organisations or agents in consequence of the Funding Agreement except where the claim, demand, liability, costs or action are caused by the Council and its officers, Infigen and its officers, members of the Bodangora Wind Farm Community Consultation Committee and other members of the Fund Assessment Panel.

Public Liability Insurance may have been required for your grant to be approved. If it wasn't submitted within the application then a Certificate of Currency shall be submitted prior to the project commencing.

### **Future Maintenance or Renewal**

Unless agreed in writing at the time of funding approval Council has no obligations regarding ongoing maintenance or renewal of assets created by the project.





## ACQUITTAL OF FINANCIAL ASSISTANCE

### BODANGORA WIND FARM COMMUNITY BENEFIT FUND

This acquittal should be completed as soon as practicable following the conclusion of the project. If you have any enquiries relating to the completion of this acquittal, please phone Council’s Liveability Division on 6801 4000. Failure to submit the acquittal within four (4) weeks following the conclusion of the project may render the organisation ineligible for future financial assistance form Dubbo Regional Council.

<b>Name of Organisation</b>			
<b>Address</b>			
<b>Contact Person</b>			
<b>Position</b>			
<b>Phone No.</b>		<b>Mobile No.</b>	

1. Please provide details of the financial assistance your organisation received from Council including details of the project for which Dubbo Regional Council supplied funding:

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2. Please describe the project's outcome/s including (where appropriate) numbers of people attending, date/s of the project, number of days held, community participation, community and participant benefits and any other evidence of the success of the project. Please append any media articles, photos, etc which are evident of the project's success:

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3. Please append any documents produced in connection with your project which identified Dubbo Regional Council Council's financial assistance.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_

4. Please provide a summary of revenue and expenditure for the project.

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