

# Stratford Coal Community Support Program Guideline



## Section 1 Introduction

### 1.1 Overview

Yancoal Australia Ltd is committed to making a positive contribution in the areas in which it operates.

To help facilitate this commitment, the local mining operations of Stratford Coal Pty Ltd and Duralie Coal Pty Ltd have established the Community Support Program to provide assistance to local initiatives within the local area in which they operate.

The aim of the Community Support Program is to help benefit a wide range of community needs such as education, environment, health, infrastructure projects, arts, leisure and cultural heritage.

### 1.2 How the program works

The Community Support Program has an allocation of voluntary funding which is separate to the contributions paid to local Councils.

Local community groups are invited to submit applications throughout the year, with applications closing on **31 January** of each year.

A committee consisting of company staff/employees and selected community representatives will assess applications and provide independent advice on the allocation of funds.

### 1.3 Objective of the program

Projects that are closely aligned with the company's core values of enhancing the economic, social and environmental well-being of the local community, will be considered favourably. The Program seeks to target a whole range of community needs such as education, environment, healthcare and aged services, infrastructure projects, arts, leisure and cultural heritage throughout the local area.

## Section 2 Advice to Applicants

### 2.1 Guidelines

As a guide, eligible applicants are seen as those who:

- Can demonstrate the capacity to use funds effectively for the benefit of communities within the communities in and around Gloucester, Stroud and District;
- Respond to a need that leads to tangible outcomes with social, cultural or environmental benefits;
- Are willing and able to meet performance measures that focus on outcomes;
- Assist groups rather than individuals;
- Assist the community at large rather than an interest group.

It is seen as inappropriate for the support funds to be allocated to private companies seeking finance for individual business activities, projects focused on capital works, and projects that are traditionally funded by governments.

Proposals submitted for funding should clearly outline benefits and outcomes. These outcomes should:

- Result in direct and lasting benefits to the wider community;
- Generate benefits that do not presently exist;
- Demonstrate broad support from other key stakeholders.

Applicants may present a proposal that is already developed. Projects or activities must be for the direct benefit of communities in close proximity of the company's mining operations, and be able to form the basis of a partnership opportunity with Stratford and Duralie Coal.

### 2.2 Who is eligible to apply?

Organisations that have either Deductible Gift Recipient (DGR) or not-for-profit status may apply for a grant to undertake projects within the Gloucester/Stroud area. Sporting teams of all codes and ages are eligible for the Community Support Program.

Stratford and Duralie Coal will only consider applications from groups that operate within acceptable community standards.

### 2.3 Project budget

The payment for successful applicants will be non-recurrent and one-off funding for community projects.

Applicants are required to include an income and expenditure budget for the project. If applicants are applying for funding for a period in excess of 12 months, a separate budget for each year of the project is necessary.

Applications for the purchase of equipment over \$1,000 in value must be accompanied by three written quotes.

Applicants for funding must state on the application form whether funding for the project has been sought from any other source. Applicants must advise on the current status of the application and the degree of certainty of receiving funds from these sources.

### 2.4 Insurance

It is a condition upon receiving a grant that the successful applicant will assume all normal commercial responsibilities including public risk and/or any other appropriate insurance cover for the project.

### 2.5 Confidentiality

Stratford & Duralie Coal reserve the right to promote funding recipients and projects. All other information associated with applications will remain confidential unless otherwise approved by the applicant.

## 2.6 Applicant's organisational structure

If your organisation is not a legally constituted body, you will need to provide the name of a suitable organisation (for example a registered charitable organisation or an incorporated body) which is prepared to receive and administer the grant on your, or your organisation's behalf.

Stratford/Duralie Coal reserve the right to conduct any company or other searches considered necessary on the nominated organisation.

## 2.7 Application forms

Applications for funding must be made on the appropriate application form. Forms are available by visiting our websites:

[www.stratfordcoal.com.au](http://www.stratfordcoal.com.au) and [www.duraliecoal.com.au](http://www.duraliecoal.com.au)

It is important that all relevant sections of the form are completed. Incomplete application forms may not be accepted.

Late applications will not be considered, but may be deferred until the next intake of applications.

## 2.8 Frequency of call for applications

Applications for funding are considered once a year, with applications closing on **31 January** of each year. However, Stratford Coal Pty Ltd maintain the right to allocate funds outside of this period if there is valid justification at the discretion of Committee.

## 2.9 Assessment of applications

A Committee consisting of company staff/employees and selected community representatives will assess applications and provide independent advice on the allocation of funds. The Committee will consider the following questions when considering applications for funding:

- What are the benefits of the project?
- What will be achieved?
- What difference will the funding make in the achievement of tangible outcomes?
- Is the budget for the project realistic?
- Is the organisation capable of efficiently managing the project?
- How does the proposed project relate to other similar projects/activities already in place?

## 2.10 Funding approval and notification

Applicants will be notified by Stratford Coal in writing following the approval or rejection of an application by the Committee. An applicant may receive less than the requested funding at the discretion of Stratford Coal.

## 2.11 Reporting requirements

Successful applicants are expected to provide:

- Regular reports on progress of the project and financial expenditure as required;
- A completed report on the outcome of the project;
- An income and expenditure statement at the completion of the project; and
- Evidence that the grant has been acquitted in accordance with approved expenditure of the project.

## 2.12 Acknowledgment of Community Support Program

Depending on the nature of the project, Stratford Coal or Duralie Coal may request the applicant publically acknowledge the assistance provided from its Community Support Program.

## Community Support Program Selection Criteria

**Office Use Only**

Name of applicant:.....

Name of project/activity:.....

Funding requested (\$):.....

Committee Recommendation:.....

Selection Criteria	Rating						Total (max 5)	Comments
	0	1	2	3	4	5		
Meets the Community Support Program guidelines								
Economic benefit – value for money								
Social benefit (e.g. community involvement)								
Ecological benefit – environmental improvement								
Timeframe – Will the activity be completed with 12 months								
Relevance of message and target audience (e.g. located in relevant LGA)								
Reach and visibility of activity (e.g. potential to attract broad interest; profile in local area)								
Capacity of applicant to manage the activity (e.g. legally constituted group/organisation; previous experience)								
Applicant’s monitoring, reporting and evaluation structure to assess impact of the activity								
<b>Total</b>								