

# Community Giving Fund Guidelines

## Supporting the communities where we live and work

Through Synergy’s Community Giving Fund, we provide grants of up to \$10,000 to community organisations, charities and not-for-profits making a difference in the communities where we live and work.

We support programs and initiatives that drive sustainable outcomes for people, communities, and the environment under our four key themes.

We recognise and value the diversity of the communities we are a part of and are committed to inclusion, fairness and participation for all. We are looking for this shared commitment in our grant recipients.

Your grant application must meet the eligibility criteria outlined in these guidelines and align to one or more key themes.

### Key themes



#### Inclusivity and empowerment

Addressing disadvantage and inequity so everyone can participate in work and society

##### We support

Vulnerable customers and people experiencing hardship

Aboriginal economic participation

Gender equity

Disability inclusion



#### Environment for the future

Contributing towards initiatives that protect and care for the environment and respect and rehabilitate the land

##### We support

Protecting and improving biodiversity

Native flora and fauna recovery and protection

Protecting our marine environment

Waste avoidance, reduction and reuse



#### Committed to community

Supporting the sustainable development of vibrant communities impacted by the energy transition

##### We support

Social inclusion and belonging

Arts and culture

Emergency relief

Mental and physical health



#### Energy leadership

Fostering innovation, ideas and skills to drive our intelligent energy future

##### We support

Enabling greater electrification

STEM education

Innovation

Energy efficiency

## Where we operate

Synergy operates both thermal power stations and renewable electricity generation facilities from Coral Bay in the north, to Kalgoorlie in the east, and to Esperance in the south. Our area of operation is across the electricity network known as the South West Interconnected System or the SWIS.



## Eligibility criteria

To be eligible for a grant, applicants must meet the following criteria:

- Your project, program, initiative or event must align to one or more key themes
- Have an Australia Business Number (ABN)
- Be located or deliver services within the SWIS
- Hold an account with an Australian financial institution under the organisation's name, not an individual's name
- Submit your application by the specified deadline
- Commit to delivering the funded activity within 12 months of receiving the grant
- Agree to terms and conditions in the application form
- Be one of the following entity types:
  - Registered charity through the Australian Charity and Not-for-profits Commission (ACNC) or a community group with an ABN
  - Incorporated not-for-profit association

### Synergy will not support

- Retrospective projects
- Commercial organisations or activities
- Individuals or families
- Minor sporting teams or clubs
- Political or religious activities or pursuits
- Federal, state, or local government capital works
- Maintenance and operational costs
- Organisations or initiatives that discriminate against origin, age, race, religion, gender, ability or diversity
- Organisations or initiatives that are environmentally negligent or do not endorse sustainable practices
- Organisations or activities that promote gaming, tobacco, alcohol, or drug-related sponsorships
- Activities which provide a financial benefit to Synergy employees or contractors
- Events, projects, or organisations that expose Synergy to known reputational, financial or safety risks
- Organisations or activities that do not reflect Synergy's corporate values of innovation, accountability, collaboration and trust



## Preparing a winning application

When applying for funding, it is important to let us know who will benefit from your initiative (the beneficiary), how your initiative will make a difference (the impact) and how you will measure the outcomes.

You will be asked to demonstrate your initiative's intended outcomes and how they align to one or more of Synergy's key themes. We have tried to make this as simple as possible in the application form with free text and prepopulated fields. This information will also be required for the grant acquittal.

To accompany your application, you will need to attach relevant supporting documents:

- A letter with your organisation's contact details, ABN and payment account details on letterhead signed by the president, treasurer or secretary
- An image (hero image or brochure) representing your organisation and the activities you deliver as outlined in the grant application
- Quotes, operational plans, risk management plans, insurance documents related to the funded activity
- Marketing/promotional plans

You may also wish to include a letter of support to strengthen your application.

### Ready to apply?

- Make sure you have read these guidelines carefully and your organisation and initiative are eligible for funding
- Complete the online application form at [synergy.net.au/CommunityGivingFund](https://synergy.net.au/CommunityGivingFund)
- Be ready with supporting documentation and a clear idea of who your activity will benefit and the intended outcomes

You will receive a response from our team within six weeks from the closing date of the funding round.

# Grant application, payment and acquittal process

Applicant activity Synergy activity

## 1 Application submitted

## 2 Shortlisting and assessment

- Eligibility check
- Shortlisting of applications against key themes and assessment criteria

*You may be contacted at this stage if clarification is required*

## 3 Grant selection and approval

- Community Investment Panel assess shortlist and make recommendation
- Community Investment Executive Committee approve grant recipients

*Part-funding of the program or initiative may be considered*

## 4 Successful and unsuccessful applicants notified

## 5 Letter of Agreement issued to recipient outlining terms of funding and reporting requirements

## 6 Letter of Agreement signed and returned to Synergy within two weeks of receiving

*You may wish to contact the team at Synergy to clarify any terms within the letter*

## 7 Successful recipients announced via Synergy media statement and social media

## 8 Grant acknowledged by recipients via social media, invitation to event or announcement

*Please ensure Synergy's media announcement has been issued first*

## 9 Funds dispersed to recipient

*Your letterhead with ABN and contact details is essential for this step*

## 10 Six-month progress report

## 11 Acquittal completed within 12 months of grant approval or within six weeks of project completion



### Get in touch

Our team is here to help throughout the application and acquittal process. If you have any questions, please contact Community Investment at Synergy.

Call **6282 7839** or email [community.investment@synergy.net.au](mailto:community.investment@synergy.net.au).

To find out when the next round of funding opens and to apply online, visit [synergy.net.au/CommunityGivingFund](https://synergy.net.au/CommunityGivingFund).

