

AGL Loy Yang Community Fund Program

Application Guidelines



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Updated July 2020

About AGL

AGL is committed to helping shape a sustainable energy future for Australia. We operate the country's largest electricity generation portfolio, we're its largest ASX-listed investor in renewable energy, and we have more than 3.7 million customer accounts. Proudly Australian, with more than 180 years of experience, we have a responsibility to provide sustainable, secure and affordable energy for our customers. Our aim is to prosper in a carbon-constrained world and build customer advocacy as our industry transforms. That's why we have committed to exiting our coal-fired generation by 2050 and why we will continue to develop innovative solutions for our customers.

About AGL Loy Yang

AGL Loy Yang is in the Latrobe Valley, 165 kilometres south east of Melbourne and was acquired by AGL in 2012. The power station and accompanying open cut coal mine cover about 6,000 hectares. The mine supplies coal to the Loy Yang A power station and the Alinta owned Loy Yang B power station as the fuel to generate electricity. Each year about 30 million tonnes of coal is produced.

AGL Loy Yang with 2,210MW generates approximately 30% of Victoria's power requirements every year and is an integral part of Australia's national electricity market. The Loy Yang mine supplies both Loy Yang A and Loy Yang B, fuelling around 50% of the state's energy requirements. AGL Loy Yang is a 24/7 thermal generation site. Our people work at all hours of the day and night, every day of the year to keep the lights on.

IMPORTANT - Changes to the AGL Loy Yang Community Fund Program process

The process for applying for an AGL Loy Yang Community Fund Grant has recently changed.

AGL Loy Yang now assesses applications valued above \$1,500 and over through two annual funding rounds.

This means that if your organisation's application is valued above \$1,500 it must be submitted within the outlined application periods. Applications valued at \$1,500 and below can be submitted all year round, although a separate application form is used and this is dependent on available funds.

Applications valued above \$1,500 are assessed by the AGL Loy Yang Community Funding Committee.

AGL made these changes to the funding process to be consistent across our business whilst recognising that some of our smaller partners may not have the lead up to prepare an application earlier in the year.

This process is reviewed at the conclusion of each funding round, and we welcome any feedback.

About the Community Fund Program

Through our involvement in and support of local community organisations, initiatives, projects and events, AGL aims to deliver community wide benefits, encourage innovation in and support for issues of community significance, and build and maintain strong relationships throughout the communities in which we operate.

The Community Fund Program forms part of AGL's commitment to support our local communities.

Support can be provided through sponsorships, donations and grants for projects that will benefit the community and that align with AGL's values.

AGL's values

Care in every action	<p>Every decision we make and action we take is done so with an understanding of its impact to our colleagues, customers and communities.</p> <p>We empathise with other people's perspectives, so we can act in a way which shows consideration and care, creating outcomes that benefits as many people as possible</p> <p>We are responsible for safety, wellbeing, sustainability and our environment – and are committed to showing this in everything we do.</p>
Integrity always	<p>At AGL we express our ideas openly and with sincerity – so that integrity is inherent in everything we say and do.</p> <p>It's through integrity that trust is built, partnerships are formed, and progress is made – and that carries through to the way we work and act for our customers and communities as well.</p>
Better together	<p>We recognise the power of collaboration. Of people sharing their skills, experiences and unique perspectives with their teams.</p> <p>We know that we go further for AGL, our customers and our communities when we go there together. Breaking down barriers, building relationships and bringing our own ideas along for the journey.</p>
Deliver your best	<p>Great work happens every day at AGL – and everyone has the ability to deliver results.</p> <p>We strive to go above and beyond and exceed our customers' expectations, maintaining the highest standard in everything we do.</p> <p>And when challenges happen, we stay resilient – using setbacks as an opportunity to move forward, improve and evolve.</p>
Shape tomorrow	<p>Great things happen when you have the courage to approach them differently. It's what's inspired us in the past – and it's why we're still open to new opportunities today.</p> <p>By working together to ask new questions and turn new ways of thinking and doing, we do more to improve the lives of our customers and communities – transforming the way Australians produce, share and consume energy into the future.</p>

AGL Community Investment Priorities

Social Welfare	Environment	Local Economic Development
<ul style="list-style-type: none"> • Mental health • Homelessness • Domestic violence • Drug & alcohol abuse • Support for the elderly and vulnerable • School programs & early childhood learning 	<ul style="list-style-type: none"> • Animal rescue and protection • Biodiversity • Protection of coasts, wetlands and waterways • Salinity 	<ul style="list-style-type: none"> • Festivals and tourism events • Local sporting events • Support for long-term unemployed • Agricultural support • Economic diversification (Job growth and new business attractions)

AGL will also assist **emergency relief** efforts to support local communities, including for bushfires, droughts and floods

Previous Community Fund and Partnerships

AGL Loy Yang proudly is proud of our long association with several local organisations to the Latrobe Valley region.

One of the many outstanding partnerships was with the North Gippsland Football and Netball League (NGFNL) in 2017, when we approached AFL Gippsland and the NGFNL about the concept of a local Pride Cup. AGL understands how critical it is to be leader in promoting diversity and inclusion within business and the community. In support of the first ever Gippsland Pride Cup in July 2017, AGL Loy Yang lit up its cooling tower to feature a rainbow and Pride Cup logo promoting this inclusive event and what it represents.

In 2019, AGL Loy Yang partnered with Latrobe City Council to bring together the Morwell International Rose Garden Festival, held in November. For the first time, the festival was expanded over two days and encompassed a Midsummer Night Light Show, which was powered by AGL Loy Yang.

Saturday's garden festival featured garden stalls, workshops, and free children's activities. The Sunday showcased the Gippsland region's amazing food and wine producers with tastings, demonstrations, and live music.

AGL Loy Yang has also sponsored the Traralgon Tennis International for over 25 years, investing over \$375,000 over that period. In 2019, the AGL Loy Yang Traralgon Tennis International was nominated for 2019 Most Professional Tournament of the Year and nominated for 2019 Most Outstanding Club.

Application process

FY22 Funding Round 3 timeline:

	Applications open	Applications close	Applications assessed	Applicants notified	Funding issued
Funding Round 2020/21	6 September 2021	4 October 2021	Early October 2021	Mid October 2021	November 2021

How to apply

- Read the application guidelines
- Complete the online application form and submit

Important information about your application

- Organisations can submit more than one application if for different events or activities. We suggest however submitting a consolidated application to ensure that all funding requirements are considered in the one eligible application.
- Organisations may be required to submit photos as part of the acquittal process, as part of our sponsorship review and evaluation process. It is a condition of your application that any images provided can be used by AGL to explain and promote the Community Fund Program.
- AGL cannot help you complete the application form. Your local AGL Community Relations Manager is available however to assist with understanding the application process and requirements. Your local Senior Specialist, Community Relations is Shaun Mallia and can be contacted on 0498 002 541 or SMallia@agl.com.au.

AGL may require further information in order to assess your application. We will contact you if more detail is needed.

Due to the **Coronavirus (COVID-19)** pandemic, AGL recommends developing and outlining procedures in your application to accommodate any **social distancing** requirements.

Application criteria and guidelines

Successful Community Fund Program recipients should meet the following criteria:

1. Be a legal entity, registered in Australia with a current ABN.
2. Be a registered charity, not-for-profit, educational institution or organisation with a demonstrated governance structure.
3. Deliver an event, program or initiative that provides benefits to the communities in which we operate.
4. Have a current public liability insurance policy.

Groups that do not fit the above criteria can apply for funding through an auspice arrangement. An auspice agreement is an agreement where the organisation (the 'Principal Organisation') agrees to apply for funding on behalf of a second organisation (the 'Auspiced Organisation'). The Principal Organisation then receives, holds and administers the funding for the Auspiced Organisation.

AGL will invest in projects that:

- Align to our four community priorities of **social welfare, environment and local economic development**.
- Support our purpose of **Progress for Life**, and our values of **Care in every action; Integrity always; Better together; Deliver your best; and Shape tomorrow**.
- Align to AGL's **strategy**.
- Are **transparent in reporting**.

AGL will prioritise grants to locally run projects, initiatives or events that:

- That provide opportunities for **employee engagement** e.g. through volunteering.
- Build **local capability and capacity**, to achieve sustainable impact; and/or long-term benefits
- Support **better outcomes than via a purely financial contribution** (e.g., use of land near assets, support with technical expertise, etc).
- Provide **opportunities to leverage associated funds** (e.g., through partnerships with other local businesses, alignment with other AGL spend).
- For which **alternative forms of funding are unavailable** or difficult to access.

AGL will generally not support:

- Organisations or activities that expose AGL or the community to **health and safety, environmental, financial or reputational risk**
- Organisations or activities where the planned activities could be potentially **hazardous** (possible exception for emergency services)
- Organisations or activities that are **inconsistent with AGL's values**
- Organisations or activities that are **not lawful**
- **Political organisations or political campaigns**
- Where the project is considered to be the **sole responsibility of the Local, State or Federal Government**
- **Commercial or for-profit entities**
- **Individuals** for personal benefit, including the support of travel, study or fundraising
- Projects or **groups located outside of the communities in which we operate**
- Activities that benefit direct or indirect **competitors of AGL**

- Activities that could be perceived as **divisive or discriminate** based on religion, race, gender, sexual orientation.
- Activities which encourage the irresponsible use of **alcohol or gambling**
- Activities or programs that may **breach AGL's Code of Conduct** or regulatory, licensing or any other statutory commitments or obligations

Funds granted to successful applicants must be spent on the approved project within the agreed timeframe.

AGL reserves the right to make exceptions to these criteria.

AGL is not obliged to provide feedback about unsuccessful applications.

Application process guidelines

All applications will be reviewed and assessed before a final decision is made.

Applications will be assessed based on the information provided in the application. The following process will be used in assessing applications:

- Applications will initially be assessed to ensure the eligibility criteria has been met and whether further information is required.
- Applications will be given a merit ranking on how well the application demonstrates the delivery of an event, program or initiative that provides benefits to the Latrobe Valley region.

Not every application that meets the assessment criteria will necessarily receive a grant.

Applicants may be contacted by AGL directly for the purpose of validating any aspect of an application.

The assessment process will begin once applications close.

These guidelines may be reviewed and amended at any time.

AGL reserves the right to make exceptions to this application process.

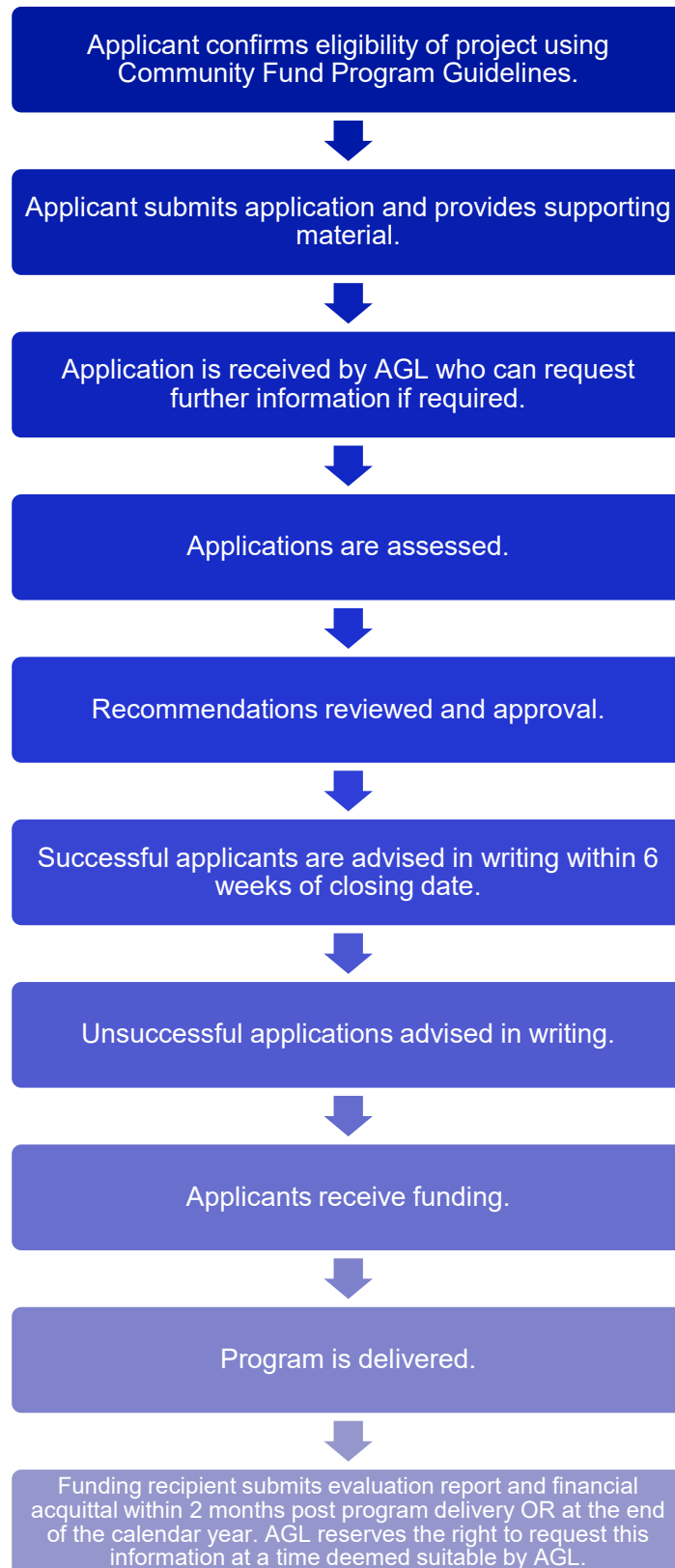
All decisions made by AGL are final.

Successful Applicants

Successful applicants will receive a notification from AGL regarding the success of their application.

Unsuccessful Applicants

Unsuccessful applicants will receive a notification from AGL confirming the outcome of the application. AGL is not obliged to provide feedback about unsuccessful applications, however requests for feedback can be made by emailing SMallia@agl.com.au. AGL encourages all unsuccessful applicants to apply for future rounds and to source other forms of support from other funding bodies.



Awarding grant funding and acquittal process

Awarding grant funding

All successful applicants will receive approved funding by electronic transfer.

Payment will only be addressed to the nominated organisation.

A remittance will be emailed to the contact person identified on the application form.

Any grant from the Community Fund Program includes any applicable GST

Use of funding

Any funding provided by the Community Fund must be spent on the approved project within the agreed timeframe.

If at any time the stated purpose and use of the funds cannot be completed in the manner described in the application, the recipient must advise your local Community Relations Manager. Funds are non-transferable.

Privacy and confidentiality

By completing the application form, the applicant and recipient agree to information being used by AGL for the purposes of assessing the application and if successful, providing a grant.

By completing the application form, applicants consent to AGL disclosing, if required, details of successful applicant's projects and the amounts granted to each successful applicant.

Evaluation and acquittal process

Recipients are encouraged to submit an evaluation report to AGL within two months of program, activity, or event completion OR at the end of the calendar year. AGL reserves the right to request this information at a time deemed suitable by AGL.

The evaluation report should include:

- A brief description of program, activity or event.
- Benefits and beneficiaries.
- Evidence of the use of funds granted for the program (e.g. invoices).
- Copies of photos and promotional materials where possible.

It is the responsibility of the organisation to maintain a complete set of records for acquittal purposes.

It is a condition of your application that any images provided can be used by AGL to promote the Community Fund (e.g.: on AGL's social media channels or with local media).

Recipients failing to complete the acquittal report will not be eligible to participate in future Community Fund Program funding rounds.

AGL reserves the right to request the return of any unspent funds as part of the acquittal process.

AGL reserves the right to undertake quality assurance checks to ensure funding is spent in accordance with the Funding Agreement.



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