



PROJECT FUNDING GUIDELINES

OBJECTIVES AND FOCUS AREAS

The McArthur River Mine Community Benefits Trust was formed under an agreement between McArthur River Mining (MRM) and the Northern Territory Government and supports the social and economic development of the Gulf region.

It is a charitable Trust which aims to:

- Facilitate ongoing sustainable development of the community and the region including community capacity building and local business enterprise development
- Build infrastructure within the community to a level that will facilitate the creation of local jobs, diversity of new enterprise, beneficial social activity and improved health outcomes
- Enhance the positive social and economic impact of MRM's mining operations on the community and the region as far as is reasonably practical
- Create jobs and training opportunities.

The charitable purpose of the Trust is to provide:

- Grants, scholarships, bursaries and other assistance for education, vocational training and enterprise development
- Grants and other assistance for community infrastructure, and community development including the promotion of initiatives in the areas of health, law, arts, sport and culture.

The Trust is committed to supporting:

1. Employment, training and enterprise development generated both through MRM's mining operations and in the wider Borroloola economy including:
 - Fulfilling MRM's target to achieve 20% workforce participation by indigenous people
 - The commitment to generate and support the establishment of one new local business per annum to supply a product or service to the mine
2. Community-based package of social and economic programs benefiting: enterprise and job creation; environment; education; social and community development; health; culture and art.

The Trust is, in practice, a partnership between the Government, MRM and the community in promoting the socio-economic development of the region. There are various opportunities for the community to be engaged through consultation.

Importantly, five of the nine Directors on the Trust Board are representatives of the community – one from each of the four local Indigenous language groups and one elected by community member organisations. Their role as Directors provides a local voice in decision-making and helps ensure community needs are targeted.

Region Serviced

The Trust supports the Gulf region which comprises the communities bounded by Robinson River in the south-east, Sir Edward Pellew Islands in the north, Limmen Bight River in the west and Balbirini Station in the south. The township of Borroloola sits at the heart.

Community Vision, Needs and Priorities

Through consultation and engagement programs, members of the Gulf regional community have expressed a vision to create a vibrant, thriving and healthy region.

In order to support the achievement of this vision, the Trust funds programs in the following six categories. A description of the identified needs within each of these categories as identified through community development planning is also provided.

1. **Enterprise and job creation:** Supporting programs that promote employment and local business establishment and development to create a diverse local economy and sustainable job opportunities.
2. **Education:** Improving literacy, numeracy and commitment to learning from pre-school through to tertiary levels and to support greater pathways between vocational educational training and local employment and business opportunities.
3. **Social and community development:** Promoting a higher standard of living by addressing issues such as overcrowding in local homes and welfare dependency and by providing services and facilities to foster a positive sense of community and town pride.
4. **Environment:** Supporting the sustainable development of industries such as eco-tourism and fishing, and the protection and preservation of Indigenous country of cultural significance.
5. **Health:** Improving the health and well-being of the community including action to address drug and alcohol abuse, chronic diseases and provide access to affordable, healthy food.
6. **Culture and Art:** Supporting the sustainable growth of existing art and culture organisations in a way that promotes generational understanding of Indigenous culture and traditions and the establishment of sustainable culture-based businesses with tourism objectives.

Each year, the community is consulted to identify specific priorities in line with the needs expressed. These priorities are considered by the Trust Board in developing an Annual Plan and in targeting specific programs for support.

WHO CAN APPLY

The Trust invites applications for grant funding from organisations interested in undertaking projects or programs which align with and support the achievement of the Trust's objectives and the community's specific needs. To be eligible, the project must be of benefit to the community of the Gulf region.

A project is eligible for support by the Trust if it:

- Is conducted for a charitable purpose, that is:
 - providing grants, scholarships, bursaries and other assistance for education, vocational training and enterprise development; or
 - providing grants and other assistance for community infrastructure, and community development including the promotion of initiatives in the areas of health, law, arts, sport and culture.
- Is not an excluded project ie:
 - not for a charitable purpose
 - is for funding funerals
 - is an ex gratia payment to an individual or individuals.
- Has the support of relevant local community organisations:
 - Local Aboriginal Elders (for Aboriginal culture, arts and/or storytelling projects)
 - School Council (for education, sport and young people's programs)
- Is consistent with the Trust's Annual Plan and priorities as developed by the Trust Board and following community consultation.

All applications will be considered however preference will be given to applications which:

- Address the expressed priorities of the community to resolve major issues impacting on the sustainability of the region and in so doing, make a real difference
- Help build local capacity in a long-term, sustainable manner
- Are catalysts for greater investment in the community either through additional external funding opportunities (other than the Trust), revenue-generation or other self-sustaining methods.

Generally, projects will not be considered for funding when, in the opinion of the Trust Board, they are the operational responsibility of Federal, Northern Territory or Local government.

SUPPORT PERIOD

Grants to approved projects can be offered for up to 3 years subject to regular performance reviews. Long term projects beyond 3 years in duration will require a new submission to be

lodged and assessed for any subsequent terms. Reporting requirements will be detailed in specific Funding Agreements.

REPORTING

In general terms, reports required to be provided by grant recipients should cover the following content as relevant for the projects supported. A hypothetical example is provided in the interests of clarity.

Content	Definition	Example
Inputs	Resources you put into a project whether in terms of money, in-kind support or infrastructure.	<ul style="list-style-type: none">- Total cost of an education project.- Number of teachers provided.
Outputs	These are the immediate products, services or deliverables that the project generates or provides as a result of the inputs.	<ul style="list-style-type: none">- The number of children participating in the program.- Number of books shared.- Number of visits conducted.
Outcomes	Results that constitute the desired return on the investment in the project, for example, changes in the community's quality of life, health standards or job opportunities.	<ul style="list-style-type: none">- Impact on attendance rates at the school.- Impact on literacy.

A description of these targeted results for each project supported by the Trust will be captured within the Key Performance Indicators and acquittal schedule described within the Funding Agreements. Progress reports will be assessed by the Trust Project Officer and releases of further funding will be dependent on the satisfactory progress of the project.

All grant recipients will be required to provide written reports of results on a six monthly and annual basis by 14 July and 14 January. At the completion of the project, a final report along with an acquittal of funding will be required within 4 weeks of the conclusion.

Further reporting may be required depending on the milestone schedule for your project as described within the Funding Agreement and agreed in consultation with the Project Officer.

Annual Review Reporting Requirements

All successful applicants are required to submit a report on the status of their projects and any outcomes to date by 14 July each year.

In addition to meeting Funding Agreement requirements, this report will be used for the preparation of an Annual Review of Trust activity. From a governance perspective, this review is required to be submitted to the Northern Territory Government. It is also circulated to the community and posted online at the McArthur River Mine website.

A maximum of two photographs of your project in action would be appreciated with this report. The intention would be to use these photographs within the Annual Review promotional activities. Note: Use of personal images must be authorised. Please confirm that approval is given to reproduce the photographs provided.

HOW TO APPLY

Stage One - Expression of Interest

Expressions of Interest (EOI) may be made in writing with completed forms being submitted by post or email.

The **EOI Form** is available in Microsoft Word format either directly through the Project Officer (see contact details at the end of this document) or online at:

<http://www.mcarthurriverrivermine.com.au/EN/Publications/Pages/CommunityInformation.aspx>

Submit EOI

Expressions of Interest should be submitted by email to the following address. For further information, please contact the Trust Project Officers at the email or number below.

Email: cbt@planc.com.au

Enquiries: Jim Gleeson 0422 794 072

Assessment of EOIs

The procedure for assessing Expressions of Interest is as follows:

- EOI is received by the Project Officer who will provide notification (email) confirming receipt of the EOI
- Initial assessment is made by the Project Officer to ensure that the EOI has been completed satisfactorily, who then makes a recommendation to the Board as to whether to proceed to Stage Two - Application
- The Board (or a Delegate of the Board) approves a Stage Two - Application for the project
- The Project Officer contacts the Organisation to inform them of their success in proceeding to Stage Two - Application, providing them with an Application Form and advice where needed

Stage Two - Application

Applications may only be made in writing with completed applications being submitted by post or email.

The **Project Funding Application Form** is available in Microsoft Word format either directly through the Project Officer (see contact details at the end of this document) or online at:

<http://www.mcarthurriverrivermine.com.au/EN/Publications/Pages/CommunityInformation.aspx>

Applications should be succinct and:

- Identify specific objectives or problems and present specific plans and solutions

- Show that the project is planned around an achievable timetable and budget
- Be able to demonstrate that the project is directed at solving problems in a sustainable way rather than providing short-term relief from symptoms or long-term dependency
- Build in reporting and evaluation of the project
- Be innovative and present a project idea that may not readily attract funding from traditional sources.

Fill in the Project Funding Application Form

Please answer each question and submit copies of relevant documentation with the application form. You may provide additional information to support your submission if you wish to.

In regard to the section on Financial Management (section 8 of the form), please note that grant funding is committed exclusive of GST.

Grant recipients that are registered, required to be registered, or become registered for Goods and Services Tax (GST) will be required to provide valid tax invoices prior to any funding payments being made where the funding payment needs to be grossed up for GST.

Recipients should assess whether they will be liable for GST on receipt of the grant and must notify the Trust's Project Officers where GST is applicable. The Australian Business Number (ABN) of a grant recipient should also be included in a submitted funding application form.

Submit application

The Project Funding Application Form and supporting documentation should be submitted via either mail or email to:

Project Officer
 McArthur River Mine Community Benefits Trust
 PO Box 36687
 Winnellie NT 0821
 Email: cbt@planc.com.au

Please do not send original videos, sound cassettes, photos, or original documents as we cannot guarantee their safe return.

When to apply

The Trust's Allocation and Investment Committee meets to assess applications at least four times a year. Applications should reach the Project Officer by the following dates to be considered in the appropriate meeting cycle for a timely response:

- 1 February
- 1 May
- 1 August
- 1 November

Assessment of Applications

The procedure for assessing applications is as follows:

- Application is received by the Project Officer
- Application will be recorded and written notification (post or email) sent confirming receipt of the application.
- Initial assessment is made by the Project Officer to ensure that the application has been completed satisfactorily, meets the guidelines and is accompanied by the appropriate documentation. Further information may be sought from the organisation making the submission.
- Applications and recommendations are forwarded by the Project Officer to the Trust Board in relation to applications to be funded.
- The Trust Board will discuss the proposed projects, review all recommendations from the Project Officer and make final decisions in relation to applications to be funded.
- Applicants will receive a response within approximately 10 weeks of application closing date.
- Successful applicants will be required to enter a Funding Agreement with the Trust which agrees to the commitment of grant funding in return for the delivery of the approved project and a defined set of Key Performance Indicators.

MORE INFORMATION

For more information on the McArthur River Mine Community Benefits Trust please contact the Project Officers who are appointed by MRM:

Plan C

Jim Gleeson: 0422 794 072

Email: cbt@planc.com.au

For references and reports on the Trust, visit www.mcarthurrivermine.com.au and follow the links to Community and Publications.