

Stanwell Power Station Community Partnership Fund Application Guide

March 2025

Prepared by Stakeholder Engagement Team

*This guide has been designed to read in conjunction with the Community Partnership Fund Application form.
If you have further questions after reading this guide, please email sponsorship@stanwell.com or call (07) 4930 3569.*

About Stanwell

Stanwell is Queensland's leading provider of electricity and energy solutions to the National Electricity Market, and large energy users along the eastern seaboard of Australia.

With over 40 years of continuous operations, Stanwell maintains a reliable supply of power from two of the most efficient and reliable coal-fired power stations in Australia – the Tarong power stations near Kingaroy and Stanwell Power Station near Rockhampton.

Stanwell's experience in working with communities to build, operate and maintain reliable energy generation assets is also being applied to the shift to renewable energy, as we work on a pipeline of renewable energy and storage projects throughout Queensland.

We aim to make a difference in the communities in which we operate.

At Stanwell, we understand that our ability to generate electricity is, in large part, dependent on the support of the communities in which we operate, so we work directly with community leaders to help them achieve the priorities which are most important to their regions.

Since 2012, we have also made available almost \$2.4 million to local community groups in the Rockhampton and South Burnett regions, to contribute to projects which deliver long-term benefits for our host communities.

Eligibility

To be considered for the Stanwell Power Station Community Partnership Fund your project must meet the criteria outlined in Sections A, B and C.

Section A – must meet all three of the following criteria:

- Be in the final stages of planning*
- Project will create an enduring legacy within the region.
- Be a registered '**Not-for-Profit**' organisation.

**Please note: For a project to be considered in the final stages of planning, any building or facility upgrades must have received appropriate approvals by the necessary governing body.*

Section B - must align to one or more of our investment areas:

- Sustainable Communities (initiatives that improve environmental outcomes)
- Connected Communities (initiatives that focus on social connectivity)
- Healthy Communities (initiatives that enhance the well-being of community members)
- Resilient Communities (initiatives that drive long-term economic and social benefits)

Section C – must meet at least one of the following criteria:



Facilitates a collaborative approach to social connectedness

The project involves a collaborative partnership with other service providers and maximises existing social infrastructure and will improve overall community connectedness.



Leads to increased employment

The project creates or sustains meaningful jobs and imparts 'future ready' skills that enable a community to navigate planned or unplanned change.



Improves access to and/or sustainability of existing critical services

The project delivers improved access to services that support those most in need. It does not jeopardise the viability of other services.



Enhances educational opportunities and personal leadership

The project provides skills and leadership capacity development that supports the community for the long term.



Builds community economic capacity, preparedness and resilience

The project takes a collaborative approach to addressing an emerging challenge recognised in one or more regional community or economic development plans.

Applicant Details

Please note all correspondence regarding the application will be sent to the contact details you supply in this section.

Organisation overview

Who are you? What do you do? This is your opportunity to showcase who you are and what you stand for. Highlight your organisation's mission, not only in relation to the project you're seeking funding for but also in terms of your broader goals and how you strive to make a positive impact on the community.

Who will benefit? Will your project benefit the community close to Stanwell Power Station?

Community connections

Are you partnering with other organisations to implement this project? We'd love to hear about your partners and the contributions they'll be making. Be sure to include their names in this section. Attaching letters of support from these organisations can also strengthen your application.

Will the project add value to other organisations? If your project proposes infrastructure upgrades, will other community organisations benefit from this?

Needing an extra hand? While the Stanwell Power Station Community Partnership Fund may be the sole source of funding for your project, we encourage applicants to seek funds from other sources (including your own organisation where possible).

Project overview

Why should the assessment panel choose your project? This is your chance to showcase how your project aligns with our criteria. Be sure to clearly connect your project to one or more of the eligibility requirements.

Think about the points below when providing your project overview:

- Can the project be leveraged by working together with other organisations?
- Does your project link to established priorities from community consultation undertaken by regional councils, government or other agencies?

Project funding and attachments

Now it's time to get down to business – In this section, provide an overview of the project costs and specify any other funding bodies you've approached, along with the status of those applications.

Don't forget to attach – You are also required to attach:

- A detailed budget
- Copies of quotes for the items/services you are requesting the Stanwell Power Station Community Partnership Fund to support.
 - **Minimum of two (2)** quotes or 1 quote and evidence of a request for the second quote. *(this can be an email request or online request).*
- Approved paperwork for any building and/or facility upgrades (if applicable).

Declaration

The individual signing this section should be the most senior representative in your organisation and/or the person responsible for overseeing the project's implementation.

Application checklist

Before submitting your application, please ensure the following:

Eligibility:

You have confirmed that you meet the eligibility criteria in Sections A, B and C.

Application Completion:

- All sections of the application have been fully completed in SmartyGrants.
- Your contact details are accurate.
- The declaration has been signed by the appropriate representative(s).

Attachments:

- A detailed project budget is included.
- Copies of all relevant quotes are attached.
- Approvals for any building and/or facility upgrades are provided, if applicable.

Where to apply

Login to [Login or Register - Stanwell Corporation Limited \(smartygrants.com.au\)](https://smartygrants.com.au)

If you require further information or assistance please email: sponsorship@stanwell.com

The Process

Requirement	Time frame
Application	Application received.
Notification of outcome	4 weeks from receipt of application.
Successful application invoice processing	Within 1 week from receipt of successful letter, the invoice is required to be emailed to sponsorship@stanwell.com .
Invoice Payment	Within 1 week of receipt of Invoice.
Acquittal	Within 1 week of receipt of payment, organisation is to provide Stanwell with an acquittal (receipt of funds).
Post Event Acquittal	Within 1 month of the event or project you will be required to complete a 'Post Event Acquittal'.

The decision process

Who makes the decision? Funding is awarded by a Community Partnership Fund Assessment Panel, which is comprised of senior Stanwell representatives and three invited business, education, health, local government or community representatives. This approach ensures the potential benefits and impacts of applications are considered from a community perspective.

When do they meet? The panel meets following the close of each funding round and their decisions are final.

What are the possible outcomes? Decisions may include:

- Request for more information and postponing a decision until the next round;
- Awarding a different amount than that requested; or
- Transferring an application to be considered under Stanwell's Corporate Sponsorship Program*

*This sponsorship focuses on events and short-term activities that make a positive "quality of life" contribution to the communities in which Stanwell operates.

Will I hear back even if my project isn't successful? All applicants will be notified in writing of the outcome of their application within five business days from the date of the panel meeting.

Successful applicants

Successful applicants will receive a letter that clearly outlines the obligations of each party, and the conditions tied to the funding. Acceptance of funds will be taken as acknowledgement that you accept these obligations and conditions.

Obligations may include taking part in an end-of-project debrief and/or providing a written report.

Conditions placed on projects could include (but are not limited to):

- Completion of projects within 6 months of receiving funds or by the end of a financial year period (unless otherwise negotiated with Stanwell)
- Acknowledgement of Stanwell's support in media coverage about the project
- Inviting a Stanwell representative to relevant events or openings of the project
- Completion of projects as specified in the application otherwise funding may be withdrawn (unless another application is submitted and approved)
- Permitting Stanwell to use photographs and or quotes in our internal and external communications about the project

Disclaimer

The Stanwell Power Station Community Partnership Fund operates within a set budget each financial year and funding is prioritised. This means that some projects will not be successful regardless of the quality of the application.

Applications may generally be resubmitted at a future round (if recommended); however, a project will only receive funding once. Ongoing costs associated with projects will not be funded.

Further information

Need some more information? Please contact Amanda Lingard, Stakeholder Engagement Advisor, on (07) 4930 3569 with any further questions regarding the Stanwell Community Partnership Fund or the Corporate Sponsorship Program.

You can also email sponsorship@stanwell.com.