

McArthur River Mine Community Benefits Trust

Project Funding Guidelines



OBJECTIVES AND FOCUS AREAS

The McArthur River Mine Community Benefits Trust was established in 2007 under an agreement between the McArthur River Mine (MRM) and the Northern Territory Government to support the social and economic development of the Northern Territory 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.

These are the **objectives** of the Trust.

The **charitable purpose** of the Trust is to provide:

- Grants, scholarships, bursaries and other assistance (financial or otherwise) for education, vocational training and enterprise development.
- Grants and other assistance (financial or otherwise) 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 projects and programs in the categories of **enterprise and job creation; environment; education; social and community development; health; culture and art**. These are the **focus areas** of the Trust.

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

Importantly, ten of the fourteen Directors on the Trust Board are representatives of the community - one from each of the four local Indigenous language groups - Yanyuwa, Garrwa, Gudanji and Marra - and two elected by the community. 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 supports programs and projects across the six focus areas through both the grants program and by initiating CBT-led projects. A description of the identified needs and aspirations within each of these categories is also provided through the Three Year Plan.

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 actions 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.

Specific priorities are identified each year to meet the needs of the community, as identified through engagement. These annual priorities are considered by the Trust Board to target specific programs for support and also support the Three Year Plan.

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 i.e.:
 - 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)
 - Gulf Youth and Community Service (for young people's programs)
- Has the appropriate legal framework in place, i.e.:
 - land tenure / ownership / security (for projects involving building and development); or
 - owner's consent (for projects involving land not owned by the Applicant); and/or
 - legal use (for projects requiring approvals e.g. Section 19, planning and development approval)
- Is consistent with the Trust's Three Year Plan 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.
- Meet the legal eligibility criteria and Board requirements
- Provides local employment opportunities
- Has considered other sources of funding, or includes a co-contribution (not solely reliant on CBT funding)
- Can demonstrate community engagement to inform the project
- Provides a detailed budget

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.

The CBT Board can always ask for additional information if they are not satisfied that enough information has been provided for them to make a decision.

SUPPORT PERIOD

Grants to approved projects can be offered for up to 3 years subject to regular performance reviews. Longer term projects beyond 3 years will not be considered. Reporting requirements will be detailed in specific Funding Agreements. If the Board are not satisfied that the project is meeting the requirements of the agreement, they may opt to end the agreement early.

GRANTS FOR CULTURAL PROJECTS

Applications for grant funding that is concerned with local cultural knowledge including Aboriginal culture, arts and/or storytelling projects should be presented with a letter of support from local Elders and community member representing the clan groups.

This can be done independently, or through the Mawurli and Wirriwangkuma Aboriginal Corporation (MAWA) or Mabunji Aboriginal Resource Indigenous Corporation which are both organisations that represent each of the four local Indigenous language groups in the Gulf Region around Borroloola. Arts projects should have the support of the Waralungku Arts Centre.

GRANTS FOR YOUTH PROJECTS

Applications for grant funding that is concerned with young people in the community should be presented with a letter of support from the Borroloola School Council and Gulf Youth and Community Service.

Borroloola School Council

admin.borrosch@education.nt.gov.au

08 8965 1801

Gulf Youth and Community Service

steve@gycs.org.au

0423 152 415

GRANTS FOR THE PURCHASE OF ASSETS

The CBT will support the purchase of assets, such as vehicles or equipment, as part of projects that meet the other requirements of the Trust.

Where the Grant application involves the purchase of physical assets (for example a vehicle, vessel or equipment), it will be a condition of the Funding Agreement that the grantee must not sell, lease, encumber or otherwise deal with such assets (or attempt to do so) without prior written approval from the CBT.

If a grantee wishes to obtain approval for a dealing (ie sale, lease, mortgage) with an asset purchased under a Grant, it should write to the CBT and explain (a) what the grantee proposes to do (sell/lease/mortgage asset), (b) why the grantee wants to do this (i.e. the purpose), (c) who the dealing will be with (and whether they have a similar purpose as the grantee), and (d) the time that has elapsed since the asset was purchased.

The CBT will consider any written requests and may ask further questions such as the condition or value of the asset where necessary. After considering all relevant information, the CBT will make a decision and communicate this in writing to the grantee.

If the CBT consents, it may put conditions on the consent (such as requiring the other party to enter into an agreement with CBT regarding the assets, or that any transfer be for market value). Any request made or consent granted will not relieve the grantee of their obligations in relation to the Project under the Funding Agreement unless specifically agreed by CBT.

REPORTING

In general terms, milestone 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.	- 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.	- The number of children participating in the program. - Number of attendees at an event - Who was involved in engagement - Number of people employed

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.	- Impact on attendance rates at the school. - Benefits for mental and physical wellbeing - Employment outcomes
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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 / Milestone 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 as per the Funding Agreement milestones. At the completion of the project, a final report along with an acquittal of funding will be required.

Further reporting may be required which will be determined and agreed through consultation with the Project Officer.

ACKNOWLEDGEMENT OF CBT FUNDING

The CBT should be acknowledged for providing funding through social media and any other mechanisms used to promote your project. The Project Officers can provide funding recipients with the CBT logo for use in materials. Photographs of your project in action would also be appreciated with these reports.

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) must be made in writing with completed forms being submitted via the online form or by email.

The **EOI Form** is available online, and in Microsoft Word format either directly through downloading from the website or via contact with the Project Officer (see contact details at the end of this document)

Submit EOI

Expressions of Interest should be submitted online or 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, requesting additional information if required.
- EOI presented to the Board at the quarterly board meeting
- The Board determines if they wish to support the EOI and invite a Full Application for the project. The Board can request specific information be provided in the Full Application.
- The Project Officer send a letter to the Organisation to inform them of the boards decision.

Stage Two - Full Application

Applications may only be made in writing either via the online form or by email.

The **Project Funding Application Form** is available via an online form, or in Microsoft Word format either directly through the CBT website or via contact with the Project Officers (see contact details at the end of this document).

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.
- Involve a co-contribution of funding from the organisation and other funding 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 Full Application

Expressions of Interest should be submitted online or 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 Full Applications

The procedure for assessing applications is as follows:

- Application is received by the Project Officer
- Email notification 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.
- Full Application presented to the Board at the quarterly board meeting
- The Trust Board will discuss the proposed projects, review all information and determine if they wish to support the application for funding
- Applicants will receive a letter advising of the decision within approximately two weeks of the board meeting.
- 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.

When to apply

Applications can be made each quarter for the quarterly board meeting. Applications should reach the Project Officers two weeks in advance of the board meeting to be considered at the meeting (generally occurring in the third week of the month). Dates will be advised on the CBT Facebook page. Please contact the Project Officers if further assistance is required.

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