

Plico Community Funding Guidelines 2023-24



Contents

1. Introduction.....	3
2. Funding Levels	3
3. Eligibility – applicants.....	3
4. Eligibility – projects and activities.....	4
5. Funding Categories	4
6. Funding Conditions	5
7. How to apply	7
8. Approvals.....	7
9. Assessment Process.....	8
10. Successful Applicants	8
11. Contact	8

1. Introduction

1.1 Purpose

The aim of the Plico Community Funding is to grant financial assistance to organisations that provide services or activities that align with the Plico and its member representative committee, DCEP Inc, objectives and deliver sustainable environment, social and /or economic benefit to the wider community.

1.2 Background

DCEP Inc. is the not-for-profit association that all Plico members are a part of. The Plico project was born from the Dunsborough Community Energy Project (DCEP) and the committee that represents Plico members is now simply known as DCEP (a broader group not defined by a location).

The origins of Plico go back to 2018, when a group of innovators who were frustrated by the lack of action on climate change developed a model to make solar energy affordable and accessible for everyone.

Today, every Plico member who joins contributes a \$250 membership fee that goes directly to the Community Fund, to be invested into local community and environmental projects.

1.3 DCEP Objectives

1. To support projects that protect and enhance the natural environment, community wellbeing and a sustainable future.
2. To acquire investments (either through donation or purchase) for the benefit of the Association. The Association mandates that these investments should be deemed ethical investments and specifically must not be investments in organisations involved with stigmatised activities, such as gambling, alcohol, smoking, firearms or harm the environment.
3. To support and represent Plico Members and the Plico community.

2. Funding Levels

Three levels of funding are available:

- Minor (0 - \$1,000)
- Medium (1,001 - \$5,000)
- Major (\$5,001 +)

3. Eligibility - applicants

- Community Funding is available to not-for-profit groups and organisations which are located within member sub-committee localities. This includes areas within the South West Interconnected System in Western Australia.
- Applicants may submit one application at any given time.
- All applications must be submitted using the most current Community Funding Application Form, available on the Plico website (plicoenergy.com.au) or by contacting dcep.committee@plicoenergy.com.au

- Applicants must have an Australian Business Number (ABN) and be incorporated, or partner with an organisation that has these in place.

4. Eligibility – projects and activities

The following criteria will be considered for funding:

- Projects, events or activities that align with the DCEP objectives, which provide benefit to the environment and/or community.
- Projects that benefit the natural environment will be weighted more heavily in the assessment process, followed by those that support a sustainable future and finally, for projects that enhance community wellbeing.
- Project planning activities, inclusive of preliminary costs for consultants, planners, or facilitators used in initial planning activities. Unless the project is cancelled there is an expectation that some form of documentation would be the natural outcome of initial planning activities.
- Equipment grants for durable equipment only.
- Maintenance activities where there is an identified need and other funding has not been identified. This will generally be on a one-off nature and not ongoing.

The following criteria will not be considered for funding:

- 100% of the project costs - partial funding by the applicant/other sources is required.
- Ongoing operational expenses including wages, consultants and office equipment.
- Retrospective funding.
- Deficit funding for organisations/groups.
- Facility maintenance.
- Projects and activities considered the responsibility of government departments, individuals and private for-profit groups.
- Activities that do not align with DCEP objectives.
- Projects that use competitors of Plico.

5. Funding Categories

5.1. Natural Environment

a) Objective: To provide funding for valuable projects, programs and activities which protect and enhance the natural environment.

b) Strategic Priorities:

- Natural areas, biodiversity and habitats are cared for and enhanced for the enjoyment of current and future generations.
- Development is managed sustainably and our environment valued
- Community understanding of our environment is enhanced.

c) Criteria:

- Consultation and partnerships with the community
- Demonstrated need.

5.2. Sustainable Future

a) Objective: To provide funding for projects that contribute to sustainability, education and climate action, and which reduce our current and future impact on the environment.

b) Strategic Priorities:

- The carbon footprint of our community is reduced through direct action and education.
- Community assets and development is managed sustainably
- Community feels empowered to take individual and collective action on climate change.

c) Criteria:

- Consultation and partnerships with the community
- Demonstrated need.

5.3. Community Enhancement & Wellbeing

a) Objective: To support organisations that provide support to any of the following sectors of the community:

- Aged
- Youth
- Disadvantaged & Minority Groups
- Disabled
- Early Childhood & Families
- Volunteers

b) Strategic Priorities

- Friendly, safe and inclusive communities with strong community spirits
- Communities with access to a range of cultural and art, social and recreational facilities and experiences
- Collaborating with key partners to provide a range of community services and programs that support people of all ages

c) Criteria:

- Consultation and partnerships with the community
- Demonstrated need
- Demonstrated community capacity building

6. Funding Conditions

6.1. Funding Agreement

Community groups seeking funding through the Community Funding program will sign a grant agreement with DCEP if their application is successful.

6.2. Written Quotation

All projects and activities require written quotations to be included in the application. The guidelines for written quotations are as follows:

- Minor (\$0-\$1,000) One written quotation
- Medium (\$1,001-\$5,000) Two written quotations

- Major (\$5,001 +) Two written quotations

6.3. Evaluation and acquittal

Successful applicants will be required to submit a brief evaluation form (included in the Grant Agreement) that highlights the outcomes of the project within three months of the completion of the project. This acquittal is to include receipts for payments.

6.4. Marketing, promotion and funding acknowledgement

Successful applicants will be required to acknowledge Plico's Community Fund contribution. Please include information on how the project will be promoted and how you intend to acknowledge this funding. A list of requirements for promotion are provided below:

6.4.1 Media release

To include funding acknowledgement, or a joint media release with Plico. Include mention of the Plico Community Fund in the body of the release or include one of the following statements at the end of the release.

"This project is funded by the Plico Community Fund."

"This project is funded by Plico and (other funders)."

6.4.2 Signage

If appropriate, for example for funded playgrounds, gardens, buildings, public art, sporting facilities etc, a sign is to be erected with the Plico logo (preferred) and/or mention of Plico. The acknowledgement can include multiple funding partners and be a plaque, artwork, engraving or sign.

If you are including a sign in the project, please ensure you have budgeted for this in the application (regardless of the source of funding for this item).

DCEP can arrange outdoor signage like the one below for a cost of \$250, however this must be budgeted for and clearly stated in the application.



6.4.3 Social media

You are expected to utilise your organisation's social media channels to promote Plico's funding. A minimum of one dedicated social media post is required, however applicants are encouraged to post more as the project progresses. All posts are to tag/mention Plico.

6.4.4 Event

For projects that are events, the following promotional requirements apply. If your project is not an event, you are strongly encouraged to host an event to launch your project or open your project site.

- Branded Plico material is to be displayed at all events.
- Plico and DCEP representatives invited to participate with opportunity for speaking role and display.
- Plico mention and logo display in all event promotion (pre and post event), including on posters, flyers, promotional material, social media, radio interviews and other media.
- Dedicated social media post acknowledging Plico.

6.4.5 **All materials must be approved by Plico before publishing, except for social media posts.**

6.4.6 Plico logo

The Plico logo can be accessed at this link:

https://drive.google.com/drive/folders/1SUfU_EyqjKW0zYefOErbDZOmMO4m7i0d?usp=sharing

6.5. Purpose

Funds must not be used for any purpose other than what was in the original application form without prior approval from the DCEP Inc. Committee.

6.6. Unspent Funds

All funding which is unspent for the term and purpose that they were approved for are to be returned to the DCEP Inc. within three months of the conclusion of the project, or negotiated with the DCEP Committee for reallocation to other project activities.

7 How to apply

The Plico Community Fund is open throughout the year. Information is advertised on the Plico website. Applicants interested in applying should follow the steps below:

- Determine if your community group is eligible for funding.
- Determine which category of funding your project, program or activity fits into.
- Contact the DCEP Committee or any Committee member to discuss your project/program.
- Request a word version of the Application Form if required.
- Ensure all sections of the Application Form are complete with all the relevant support documents attached.
- Applications should be signed by the organisation's President or Chairperson.
- The application form to be submitted with all supporting materials to dcep.committee@plicoenergy.com.au

8 Approvals

All required approvals must be gained, and written confirmation of such included in all applications. This includes:

- Approval from relevant land manager or building owners and/or management groups

- Approval from relevant land manager on technical specifications of any equipment applied for (E.g. Local government approval for sporting goal posts)
- Development applications and/or building licenses required

9 Assessment Process

Each Community Fund application will be assessed by the DCEP Committee or funding sub-committees against how well the activity helps to achieve environmental, social and/or economic benefits. The final approval decision will rest with the DCEP Inc. Committee.

The following rationale may be applied in the assessment process:

- Has the applicant outlined why the projects or activities are needed by the community?
- Did the organisation or group state the level of cash or in-kind contribution they will make to the project, program or activity?
- Does the project align with the DCEP objectives?
- Has the applicant been successful in previous Community Funding grants applications and what was the funded amount?
- Has the applicant demonstrated attempts at seeking funding from other sources?

Once the Community Fund applications has been submitted, DCEP will decide the outcome at next Committee meeting. This may occur on an ongoing basis depending on demand. Applicants for funding over \$5,000 may be invited to present to the DCEP Committee or in the first instance, a funding sub-committee. All applicants will be notified of their application result via email.

10. Successful Applicants

If your application for funding is successful, you will be required to:

- Sign a grant agreement with DCEP Inc.
- Supply a tax invoice with an ABN and GST registered (if applicable)
- Expend the funding within the allocated time.
- Submit a brief evaluation report within three months of project completion.

11. Contact

For further information regarding the Plico Community Fund please contact dcep.committee@plicoenergy.com.au