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# **COWAL PARTNERING PROGRAM GUIDELINES**

## **Evolution Mining – Cowal Gold Operations (CGO)**

### **Overview**

Evolution Mining is proud to offer sponsorship and donation opportunities through the Cowal Partnering Program.

Through grant funding, and in-kind or material donations, the Program supports the company's commitment to help make its communities better places to live, work and grow.

Clubs and non-profits are invited to apply for funding to support initiatives, projects and events that will provide positive outcomes to residents within the Bland, Lachlan and Forbes Local Government Areas, across a range of key categories including:

- Youth,
- Economic development,
- Health & wellbeing,
- Education,
- Environment; and
- Arts, culture & sport.

### **Grant Funding and Funding Period**

The Cowal Partnering Program opens for applications twice each year, with Round One closing in February and Round 2 closing in August.

Eligible non-profit groups, clubs and organisations are invited to apply for funding or partial funding to the maximum value of \$15,000, to help cover the costs associated with an eligible project, initiative, or event.

Projects requiring grant funding of a greater value than \$15,000 are invited to contact the Community Relations Team to discuss alternate investment opportunities.

Successful applicants can expect to receive an offer from Evolution Mining to provide one or more of the following:

- Project funding, or partial-project funding to the maximum value of \$15,000 (subject to assessment),
- An in-kind donation,
- A material donation; and
- Further discussions about project investment

The funding period for each successful grant application will be determined on assessment.

### **Organisation Eligibility**

To be eligible for a funding grant, organisations must be registered as not-for-profit and provide operational outcomes within one or more of the following local government areas:

- Bland Shire,
- Forbes Shire; and
- Lachlan Shire.

It would be deemed favourable for organisations to also demonstrate:

- A positive track-record of managing funding; and
- Organisational alignment with Evolution Mining's values (safety, excellent, accountability and respect).

You are not eligible to apply if you are:

- A religious or political organisation
- An organisation producing, distributing or seeking advertising
- An organisation with a prior acquittal outstanding
- Raising funds on behalf of charities or other organisations
- Unable to provide a tax invoice

### **Project Eligibility**

For a project, initiative, or event to be deemed eligible for grant funding, it must be located in one or more of the above listed areas and must achieve outcomes within one or more of the following categories:

- Youth,
- Economic development,
- Health & wellbeing,
- Education,
- Environment; and
- Arts, culture & sport.

Projects, initiatives, and events should also:

1. Aim to engage and strengthening communities within the Forbes, Bland and Lachlan Shires,
2. Offer a demonstrable benefit to the community, with clearly outlined objectives and outcomes; and
3. Include a timeline and budget.

The Program will not fund projects, events, or initiatives where:

- Funding requested is less than 20 per cent of the project's total cost,
- A project has formerly received funding from the Cowal Partnering Program,
- Funding is deemed to solely benefit individuals,
- Funding is requested retrospectively,
- The application is deemed high-risk; and
- Irresponsible or offensive behaviours are promoted.

The Program will not provide funding for the following costs:

- Academic studies,
- Campaigns (regions, political or equivalent),
- Government assets,
- Advertising,
- Travel; and
- Wages and payments to individuals.

Please contact the Community Relations Team to discuss your eligibility, if you have any questions or concerns (details below).

### **Application Assessment**

Applications will be assessed by Evolution Mining's Community Relations Team, using a weighting/scoring system. Following this, eligible application will be reviewed for approval by the Senior Leadership Team at Cowal. Applicants can expect to be notified of the outcome within four weeks of the published closing date.

The awarding of Program funding will be subject to a number of factors, including:

- Organisational eligibility,
- Project eligibility,
- Projected outcomes,
- The ability for the initiative or event to benefit the community beyond the funding period,

- The number of applications received in the Program funding round
- The Program funding round budget

Additional favour may be given to projects or events that provide opportunities for community and Evolution employee engagement and those that provide opportunity for company exposure.

If a high number of applications are received, preference will be given to applications that scored higher in the assessment process.

Applications that do not qualify for grant funding in Round 1 of the Program will be automatically included in Round 2 in a given year.

ROUND	DEADLINE FOR SUBMISSIONS	NOTIFICATION OF OUTCOME BY
Round 1	Last Friday in February	March 31
Round 2	Last Friday in August	September 31

### How to Apply

Evolution Mining will publicly announce the opening of each funding round at least four weeks before the closing date, with details about how and when to apply outlined in the local community papers, on notice boards and in the Cowal Update and online.

To apply to the Cowal Partnering Program:

1. Email [cgo.community@evolutionmining.com](mailto:cgo.community@evolutionmining.com) to request an application form
2. Read and understand the Program Guidelines (this document)
3. Complete the Application Form, addressing all eligibility criteria
4. Submit your application on time to [cgo.community@evolutionmining.com](mailto:cgo.community@evolutionmining.com) with any supporting documents.

Applications less than \$1,000 or greater than \$15,000 are not subject to the funding round process and can be submitted at any time using the same application form.

### Announcement of Scholarship Recipients

Evolution Mining may make public the details of successful grant applications (recipients), including, but not limited to:

1. The names of successful recipients,
2. Project details and relevant information,
3. A brief description of the Program,
4. The amount of funding awarded; and
5. Photographs of successful recipients.

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### **Successful Grant Applications: Expectations and Accountability**

As a condition of Program funding approval, grant recipients agree to:

1. Use the approved funding for the specified activities outlined in the application,
2. Keep Evolution Mining informed of any changes to the project's projected timeline or budget,
3. Inform Evolution at the completion of the project; and
4. Provide a simple two-page acquittal (template to be provided), within one month of the project's completion.

It is the responsibility of the recipient to comply with the above terms. Failure to do so may result in the ineligibility of future applications to the Program.

### **Payment**

The times and way in which payments are made to successful recipients will be determined on an application/organisation basis, following the completion of the assessment process.

To expedite payment, recipients will be advised to providing evidence to verify bank details in the form of a bank statement, banking deposit slip or details on your organisation's letterhead.

Please note: Payment may be delayed if relevant details are not provided with the application form.

### **Monitoring Grant Activity**

As a condition of funding approval, Evolution Mining may request updates from recipients on an ad-hoc basis, including requests for the following:

- Project updates
- Timeline updates and relevant milestones
- Community impacts and outcomes

This information may be shared internally and externally by both Evolution Mining and the recipient, with approval from both parties.

### **Privacy**

Evolution Mining is bound by the provisions of the *Privacy Act 1988* (Cth), which prescribes the rules for the handling of personal information.

Personal information is collected by Evolution Mining in relation to applications under the Wiradjuri Scholarship Program. In addition to uses permitted under the Privacy Act, the information collected may be used by Evolution Mining and the for the purpose of administering the Wiradjuri Scholarship Program. Such purposes may include:

1. Assessing applications,
2. Administering and monitoring the project, event or initiative,
3. Promoting the Cowal Partnering Program internally and externally to recipients, media representatives and through promotional material, information, and publications (online and in print); and
4. Congratulating and/or inviting successful recipients to function and events.

### **Liability**

Successful applicants are wholly responsible for the insurance and professional indemnities required for their initiative/event.

Evolution Mining is not liable for any accidents or negligence, resulting in a claim or demand arising from initiatives/events sponsored.

Volunteers, involved in any sponsored activity, must be covered by the organiser's insurance.

Organisers may be asked to provide details of insurance cover as part of their sponsorship application.

**Contact Us**

Evolution Mining

Community Relations Team

Phone: (02) 6975 4661

Email: [cgo.community@evolutionmining.com](mailto:cgo.community@evolutionmining.com)