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COMMUNITY BENEFIT FUND

TERMS OF REFERENCE.

Capricornia Energy Hub has established a Community Benefit Fund for the pre-construction phase of the project. The Community Benefit Fund has been set up in order to help and support the local community and local community groups with projects for the benefits of the local community in the Eungella Hinterland.

In line with the objectives and ethos of the Capricornia Energy Hub, owned by Copenhagen Infrastructure Partners, the fund will place a strong importance on initiatives and projects that enhance the sustainability of the local area, promote the local area as a tourist destination including by raising awareness and respect of art, culture and history of the traditional owners, enhance the local amenity and assist the community with reducing its carbon footprint and emissions.

All local community groups are invited to apply for the fund by completing the application form on our website. Capricornia Energy Hub will provide \$50,000 for the fund on an annual basis in the preconstruction phase of the project and will establish a new Community Benefit Fund during the construction and operational phase of the project.

The trustee for the fund will be the Capricornia Energy Hub project team and recommendations on successful applicants will be provided by a Community Advisory Committee.

What types of projects can be funded?

The Committee's assessment of grant applications and recommendations to the Capricornia Energy Hub will be assessed based on meeting the following criteria: Location of the project. The project must be located nearby to Eungella, including Nebo, Finch Hatton, Mirani, Crediton, Dalrymple Heights, but no further than Mackay, Glenden or Newlands.

Objectives:

- Promote tourism
- Enhance sustainability
- Arts and cultural awareness
- Developing local amenity
- Reducing carbon emissions

The Fund has not been established to support the following types of projects or expenditure:

- Individuals seeking support for overseas travel for any purpose
- Costs of alcohol, drugs, gambling, illegal or unethical activities
- Political organisations or campaigns
- Religious organisations for religious purposes (defined as a purpose directly connected with religious worship, teaching, or service)
- Project salaries or other employee / volunteer expenses or reimbursements
- Applications seeking retrospective funding, ie. for costs already incurred before approval of funding is given

- Previously successful organisations who have failed to implement their funded program prior to the current round of grants
- Projects that, in the opinion of the Committee and Capricornia Energy Hub, are environmentally, socially or economically unsustainable
- Projects requiring an annual investment.

Proposed timing for funding applications

Applications will be considered twice in a year:

1. Applications will be received until 30 September 2023 for Committee review and recommendations in October 2023.
2. Applications will be received until 31 March 2024 for Committee review and recommendations in April 2024.

Community Advisory Committee

A Committee will be invited to receive and review funding applications and make recommendations to Capricornia Energy Hub.

The recommendations of the Committee on grant applications will not bind Capricornia Energy Hub to a particular grant application or funding outcome.

The Committee roles are voluntary and not remunerated.

Community Advisory Committee conduct

Members of the Committee will adhere to the following principles:

- To work openly and honestly as a member of the Committee, demonstrating respect for each other and for the communities surrounding Capricornia Energy Hub;
- To understand that at all times it is necessary to listen to and negotiate different points of view and perspectives, and to make considered and majority agreed recommendations for funding accordingly.
- To respect and value Committee member opinions and consider the views of each member as equally important;
- Refrain from any form of conduct that may cause a reasonable person unwarranted offence or embarrassment;
- To refrain from discussing with any person who is not a member of the Committee, any detail contained in applications for funding;
- To refrain from discussing with any media person or outlet, any detail contained in applications for funding; and
- To seek guidance and advice on grant application related matters, as/if required, from Capricornia Energy Hub.

Secretariat support

Capricornia Energy Hub will provide suitable secretariat support to the Committee.

The secretariat will be responsible for collating financial information, keeping minutes of Committee meetings, secretariat/treasurer duties, collecting receipts of payments made by the Fund, and communicating progress of actions to the Committee and Capricornia Energy Hub.

The secretariat of the Committee will be an employee or contractor of Capricornia Energy Hub.

Community Advisory Committee meetings

The Committee will meet in October 2023 and April 2024 to review funding applications and make recommendations to Capricornia Energy Hub.





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Declaration of interests

Capricornia Energy Hub recognises that Committee members may also be members of organisations that are applying for grants. In the interest of transparency, Committee members must declare any such interest at the start of their term on the Committee and prior to the discussion of an individual application where there may be a perceived conflict of interest.

Unless the Committee member, or a member of their immediate family, will derive a direct financial benefit from the application, they are not precluded from discussing the application or casting a vote in relation to a recommendation for the application.

Committee members with a direct financial interest must declare their conflict of interest and remove themselves from any discussions or voting related to the application.

Example 1

If a Committee member has children enrolled at a school which applies for a grant for improvements to facilities on school grounds, the Committee member must declare this interest, but as they do not derive a financial benefit from this grant being awarded, they are not precluded from discussion related to the grant application or voting on the application.

Example 2

If an organisation seeks to establish a scholarship fund for children enrolled at a local school to access higher education and a Committee member has a child enrolled at the school who would be eligible to receive the scholarship, they or an immediate member of their family could potentially derive a financial benefit and would therefore be precluded from discussing or voting on this application.

Example 3

There may be cases where all Committee members could potentially derive financial benefit from grants being awarded. If it is clear that the application is predominantly for the benefit of the wider community and Committee members are not the sole beneficiaries, then they should not be precluded from discussion or voting on these applications. The final decision will rest with Capricornia Energy Hub.

If an organisation applies for a grant to establish a fund to be used for the installation of energy efficiency measures at properties within the qualifying area, which would have the effect of reducing power bills, Committee members could potentially derive direct financial benefit.

However, as all properties in the community could potentially benefit, Committee members should not be precluded from considering this application.

Fund management

The pre-construction fund will be managed by Capricornia Energy Hub.