



**Gladstone Ports
Corporation**

Growth, prosperity, community.

Community Benefit Program

GRANTS & DONATIONS
APPLICANT TOOL GUIDE





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Gladstone Ports Corporation (GPC) has been an active part of the community for over a hundred and ten years, providing financial and in-kind support to ensure the sustainable future of our region. We take pride in our partnerships and support of our port communities through our Community Benefit Program.

GPC's Community Benefit Program combines all community benefit under the one umbrella with the following categories - Profile Partner, Community & Strategic Partnerships, Community Benefit and Grants and Donations.

GPC aims to support and enhance the port communities in which we operate in a economically, environmentally and socially sustainable manner.

GPC commits to:

- making a real and positive contribution to the regional communities we operate in
- aligning investments with GPC's purpose, values and brand of Growth, Prosperity and Community
- establishing strong foundations for the Community Benefit Program that create opportunities for stakeholder engagement in GPC's port communities and reinforces our vision to be a world leading multi-commodity ports' corporation.

All community benefit activities have clear and transparent processes that take a balanced, considered and consistent approach while complying with regulatory requirements.

PHOTO: 2022 76th Gladstone Harbour Festival, proudly sponsored by Gladstone Ports Corporation

Business purpose, values and brand

Gladstone Ports Corporation remains steadfast as a world-leading multi-commodity port focussed on ensuring the future prosperity of our port communities, driving sustainable trade and growth.

Our Purpose

To facilitate and deliver sustainable trade and prosperity.

Our Values

We respect and care for each other, country and community.

We operate with integrity and accountability.

We innovate to create sustainable solutions.

We collaborate to drive high performance.

Our Brand

Growth, Prosperity, Community



Investment guidelines

All investments and support provided under the Grants and Donations category of the Community Benefit Program must provide mutual benefits for the relevant organisation, GPC and community.

Accordingly, the selection criteria for the Community Benefit Program is based on the following guidelines:

- the organisation or initiative positively contributes to the local port communities of Gladstone, Rockhampton or Bundaberg
- the investment must align with the following key focus areas of Community Infrastructure & Development, Environment, First Nations, Future Jobs and Social Support through an Environment, Social and Governance (ESG) lens
- funds granted to successful partners or applicants must be spent on the approved project within the agreed timeframe
- GPC will prioritise support of locally-run projects that have tangible aims and initiatives, are valued and visible in the community.

Please ensure you read all information provided at the time of applying.

Funding opportunities

GRANTS AND DONATIONS

GPC will allocate funding to local community groups and organisations (i.e. not-for-profits and charities) in each of the port communities in which we operate.

The support will generally be once off and will align with the financial year. This stream of funding will cater for community organisations looking for assistance with a program, an event, small project or purchase of equipment (as an example).

All Grants and Donations must closely align with GPC's brand of Growth, Prosperity and Community while ensuring environmental, social and economic sustainability. Any support provided via the Grants and Donations category is intended to achieve GPC's commitment of being a model corporate citizen and continuing to earn a social licence to operate.

Additional Grant and Donations categories and funds may be established from time to time to address specific needs or projects.





Funding

FUNDING LEVELS

All funding should be displayed as excluding GST. The group or organisation however, does need to indicate if they are registered for GST and whether GST is then applicable.

Grants and Donations

All funding within the Grants and Donations category is for grants for the following amounts:

- \$1,000
- \$2,500
- \$5,000

GST may then be added, if applicable.

FUNDING ROUND

Funding Rounds

An annual grants and donations funding round will be available each financial year for community groups to apply to for support in our operational areas of Gladstone, Rockhampton and Bundaberg.

Please note that funds will generally be paid during the financial year your application has been successful in.

PHOTO: Oceanfest information marquee proudly sponsored by Gladstone Ports Corporation

Our focus areas

GPC's Grants and Donations category of the Community Benefit Program concentrates on the contribution of funds towards the following key focus areas with an ESG lens:

- **Community Infrastructure & Development**
 - » Improve liveability and accessibility
 - » Community engagement events
- **Environment**
 - » Promote a sustainable harbour
 - » Natural environment
- **First Nations**
 - » Activities co-designed with First Nations communities to strengthen cultural education and awareness
- **Future Jobs**
 - » Support and resources for skill development and career pathways
- **Social Support**
 - » Wellbeing, safety and inclusion for community members
 - » Family support



Eligibility

You can apply if you are seeking support for:

- accessibility and inclusion resources or equipment
- community engagement events
- volunteerism and capacity building programs
- initiatives that promote sustainable harbour practices
- activities that encourage environmental education and stewardship
- First Nations cultural education and awareness
- resources for skill development and career pathways
- health, safety and wellbeing initiatives
- mental health and family support

Requests that are not eligible for support under the Grants and Donations category

- personal assistance requests
- sporting teams and individual athlete sponsorships
- activities that have already occurred or have a short timeframe
- promotion of political parties and campaigns
- religious organisations for religious activities
- activities that conflict with GPC's purpose and values
- events involving the irresponsible use of alcohol or gambling
- organisational expenses such as wages, rent and operational expenses (e.g. phone bills and utility bills)
- activities which provide a direct financial benefit to GPC or GPC Representatives, Consultants or Contractors.

We accept that no one sponsorship or support will serve the needs of all our communities. Our approach is to support a range of initiatives that, as a whole, serve all the segments that make up our community base.



Before you apply

We invite applications that

- Contribute to communities in **Gladstone, Bundaberg** and/or **Rockhampton**
- Support GPC's purpose, values and brand
- Align with our focus areas
- Provides opportunity for GPC to communicate our key messages with the communities in which we operate
- Have broad community reach/appeal or can demonstrate a community need.

Details of application

- A clear and concise description of the project
- Details regarding the request – what are you doing, why does the project need to happen, what is the specific location and timeframes for your project, do you have a point of difference, can you seek the funding elsewhere, who would be involved in supporting and providing this project – and are they skilled in doing this
- How the request aligns with GPC as an organisation
- Benefits to GPC
- An overview of how you would promote the project
- Details of target audience and details of other supporters approached and/or committed.

Other information

Applications are assessed on their own merit and in accordance with GPC's criteria by a panel of employees. Previous funding provided to organisations and events does not guarantee future funding.

Applications outside of the funding round may be considered at GPC's discretion.

PHOTO: Gladstone Harbour Watch harbour tour, proudly sponsored by Gladstone Ports Corporation.

Application process

Applying

- Complete the online application, available at www.gpcl.com.au. Applications are only available through the website.
- Applications should be submitted for activities that allow for timely leveraging opportunities i.e. if your initiative is being held in close proximity to when the funding round closes, this will not allow for sufficient leveraging opportunities.
- Multiple applications from the same organisation for different activities or initiatives that align with GPC are acceptable however, please be mindful of the limited funding available and consider the opportunity for others to also benefit.
- Applications will be assessed according to the availability of funds and the ability of the project to meet the desired outcomes.

Receiving a response

Due to the large numbers of enquiries we receive, please allow eight (8) weeks for us to respond to you. This processing period helps us evaluate and assess submissions prior to potential approval by GPC management. We kindly ask for your patience during this time.





Previous projects

Bundaberg LifeFlight Rescue Helicopter

LifeFlight's Rescue Helicopter provides access to free emergency aeromedical care in Queensland's remote and rural communities. Safety and protective equipment for staff is crucial to providing the best chance of survival to critically ill and injured patients that use this service. GPC provided funding support to replace protective equipment for crew members conducting water rescues for the Bundaberg crew.

Kookaburra Creek Kindergarten

GPC provided the kindergarten with funding to facilitate an Indigenous Engagement and Cultural Project designed to broaden the children's knowledge of the custodians and Elders of our land.

During the six week program, local Aboriginal and Torres Strait Islander artist and educator, Patricia Coleman, taught the students the meaning behind the Aboriginal and Torres Strait Islander flags, how to use clap sticks, some Byellee language as well as the art of dot painting.

Bouldercombe Progress Association

Bouldercombe Progress Association received funding from GPC to support the purchase and installation of water tanks at the Bouldercombe Recreation Complex Hall. The hall is the designated emergency hub for the community. Rockhampton Regional Council and emergency services use this space in case of an emergency in the area.

The hall and association provides space for local community groups like the Men's Shed, Pony Club and Trail Horse Riders. The hall also is a regular location for activities like craft groups, singing groups, bingo mornings and markets.

PHOTO: Gladstone Ports Corporation proudly sponsoring LifeFlight Helmets.

Frequently asked questions

Can I submit multiple applications for different projects?

Yes, we encourage organisations to submit applications for different initiatives and activities that align with GPC's Community Benefit Program however, please be mindful that funding is to be spread across all port communities. We ask applicants to be considerate so others can also benefit.

Is there a minimum and maximum amount I can apply for?

We encourage a minimum amount of \$1,000 for grants. A maximum amount of \$5,000 plus GST applies, however GPC can choose to grant funding above this at our discretion, pending budget availability.

Will my application be considered if the proposed project is in one of GPC's operational areas but the administration and management of that project is based in a location that is not within GPC's operational areas?

Yes, funding may be approved for projects that affect the immediate areas in which GPC operates (Gladstone, Rockhampton and Bundaberg) even though the administrative centre of the applying organisation may be located outside of the stated areas of operation.

Does GPC support events or activities that people have to pay to attend?

Generally, the events or activities that GPC supports through the Grants and Donations category are free for all attendees or have a nominal admission fee to participate.

Do I need to provide a reference letter or letter of support?

This is not a requirement to apply for funding with GPC.

If we are successful, what then?

If you are successful in receiving funding, GPC will provide further instructions and information to you. You will then need to provide an acquittal report one month after you receive your funding regarding completion of your project or initiative and what you achieved with the funding.



PHOTO: Gladstone Ports Corporation's 2022 Port to Park Fun Run.



**Gladstone Ports
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