

GUIDELINES

Find out more about the Fund and the kind of things we will support, to have the best chance of a successful application. Then fill out the application form on page 3-4.

1. What this Community Fund is for.

The Mercury Kaiwera Downs Community fund is here to support organisations and projects that benefit the communities around this wind farm.

With the completion of Kaiwera Downs I Wind Farm, \$10,000 is available for the community fund each year. Mercury is actively considering its next renewable projects, including stage two of Kaiwera Downs. Once the full wind farm is operating and if this takes place, we'll have a larger pot to use to support your groups and projects.

2. How we choose which projects to fund.

We know that people living in this community know best where this Fund can make a real difference. The Fund is administered by a Community Fund Committee, a small group of local people. We have faith in the local knowledge of the Committee to discuss and decide the allocation of the funds.

Projects and initiatives considered for funding through the Community Fund are assessed against the criteria in point 3 below, and those that best meet these will have the greatest chance of success. We might also ask for further information in considering applications or proposals.

3. What kind of projects are funded.

We want this Fund to support groups and projects around the Kaiwera Downs Wind Farm – our neighbours in the Tukurau, Waikana, Kaiwera District, Ferndale areas. Applications from these areas will be considered first by the Committee. Projects should meet one or more of these criteria:

Ngā Tangata // People	<ul style="list-style-type: none"> - to live better lives (schools/kura, upskilling, inclusion & diversity) - connections between people (clubs, events) - safety and wellbeing (public safety, supporting health and mental health)
Kaitiakitanga // Stewardship	<ul style="list-style-type: none"> - care for the environment - long term inter generational thinking - New Zealand's decarbonisation journey (such as supporting bikes and e-vehicles)

4. Who can apply?

Individuals, charitable or non-profitable organisations are eligible to apply for funds from the Mercury Kaiwera Downs Community Fund. Applications must relate to an identified individual or community group in the area surrounding the wind farm (applications from our neighbours in the Tukurau, Waikana, Kaiwera District, Ferndale areas will be considered first by the Committee).

Applications will not be considered from or in respect of any of the following:

- Commercial or profit orientated organisations or individuals
- Projects with a religious or political purpose (although we do accept applications from church groups towards a social/community purpose)
- Rents, running or overhead costs
- Conference organisation
- Completed projects

In addition, applications will not be accepted by organisations or individuals that have previously received funding and:

- Did not deliver the project as described in the original application
- Did not supply a Report Back Form within the agreed timeframe as required
- Did not return funds to Mercury Kaiwera Downs Wind Farm Community Fund where the project was not implemented as agreed (this does not apply to successful applicants who return funds where the actual cost of their project fell below their proposed project costs)

5. How to apply.

All applications must be submitted using the Mercury Kaiwera Downs Community Fund Form, which is available on the Kaiwera Downs wind farm webpage mercury.co.nz/kaiwera-downs-community-fund or by request from kaiweradownswindfarm@mercury.co.nz

Applications will be open for one month each year, advised by email to the community distribution list, on the Mercury website, and other channels.

Applications open	30 January
Applications close	15 March
Decision on funding made	March
Applicants advised and fund paid	April

6. Successful applicants.

Successful applicants should complete their project or allocate the funding within the timeframe specified on their application form – but we know that sometimes things change so keep us in the loop.

We'd really like it if successful applicants to the Fund acknowledged the funding so that other groups hear about the Community Fund and see examples of how it is used. This could look like:

- acknowledgement in annual accounts/reports
- acknowledgement in a newsletter, Facebook or other communication
- If you would like to put the Mercury logo somewhere, please let us know and we would be happy to send it to you

Successful applicants may also be involved in promotion of the Mercury Kaiwera Downs Community Fund to the media, and in Mercury's social media and other channels. If your application is successful and you accept the grant, you agree to participate in any publicity generated by Mercury (or Mercury's marketing partners), and to the use of the applicant's name, project that the grant has been awarded for and photos of the finished product for promotional purposes.

7. Letting us know how it's gone ("reporting back").

Once the project or initiative is completed, all successful applicants must complete a Report Back form including photographs of the completed project. The Report Back form can be found on the website here mercury.co.nz/kaiwera-downs-community-fund

Please complete this form within six months of the completion date you proposed within your application.

If funding is not spent, it must be returned to the Community Fund's funding pool.

For more information, please email: kaiweradownswindfarm@mercury.co.nz



Kaiwera Downs Wind Farm community fund application form and guidelines

APPLICATION

Applicant / Project name
Contact person
Physical address
Phone
Email

About the project

Where is the project located?																				
When do you hope to start the project?																				
When will the project be finished?																				
Amount of funding being requested (max. \$10,000)																				
If you are successful, how will we send you the money? <i>You must include screenshot or photo of bank documentation showing bank account, name and number along with this application.</i> Name of bank account Account number <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																				

If your application is successful and you accept the grant:

- you agree to participate in any publicity generated by Mercury (or Mercury's marketing partners), and to the use of the applicant's name, the project that the grant has been awarded for and photos of the finished product for promotional purposes
- you must complete a Report Back form, so we can see what you've done and how your project has gone. Please complete this form (available on our website) within six months of the completion date you proposed within your application
- we may collect any personal information included in this application form, or provided by you in relation to your application or project, in order to assess your application, apply funding if you are successful, monitor the project and promote the story of your funding. You can access or correct any such personal information by contacting us at kaiweradownswindfarm@mercury.co.nz



Kaiwera Downs Wind Farm community fund application form and guidelines

The detail... *(attach additional pages if you need to)*

Tell us all about your project. Make sure you read the Kaiwera Downs Wind Farm Community Fund Guidelines (below) to make sure your project is a good fit for the Fund, and to have the greatest chance of success.

If this funding is for part of your project rather than the full deal, tell us what part of your project this funding will support.

How will your project make a positive difference to your community and/or the environment around the Kaiwera Downs Wind Farm?

I certify that the information concerning this application is true and correct.

Signed

Date

Full name

Please retain the original for your records and send a scan or clear photograph of this application form to:
kaiweradownswindfarm@mercury.co.nz