
SPONSORSHIP & DONATION GUIDELINES

Evolution Mining

Evolution is committed to working with our communities to achieve their future aspirations. We aim to do this by building partnerships and working collaboratively to achieve common goals that make the communities in which we operate a better place to work, live and grow.

Our Sponsorship and Donation program is one of the ways we support organisations and initiatives that benefit our local communities and their future generations.

Evolution particularly encourages members of the community to submit sponsorship and donation applications that provide outcomes in the areas of economic development, youth, health, education and environment.

As funding is limited, these guidelines are designed to help ensure Evolution is providing support in the areas that provide the best outcomes for the community.

Our Sponsorship and Donation program gives Evolution the opportunity to partner with community organisations. In addition to applications for financial assistance, we encourage organisations to submit applications for in kind support, material donations or volunteer assistance. We recognise that in some cases, this type of contribution can be just as valuable and rewarding for both your organisation and for Evolution as financial assistance.

Who is eligible to apply?

Evolution encourages applications from local community groups and organisations that deliver outcomes for the broad community, particularly in the following areas:

- Economic development
- Youth
- Health
- Education
- Environment

Initiatives and events should:

- incorporate community participation;
- have the aim of engaging and strengthening the community;
- offer a demonstrable benefit to the community; and/or
- result in a clear vision or strategy for benefiting the community in the long term.

Applicants must articulate the initiative/event objectives, outcomes and budget.

Exclusions

Applications that may be ineligible for consideration include:

- applications that solely benefit individuals;
- applications owned by private and public companies or individuals with the intention of making a profit;
- individual requests to cover travel, academic studies, raising funds on behalf of charities or other organisations;
- religious (for religious purposes) and political organisations or campaigns;

- organisations producing, distributing or seeking advertising;
- wages and payments to individuals;
- repeat funding for one project;
- an event or program in retrospect or midway;
- organisations unable to provide a Tax Invoice under an ABN;
- organisations with a prior close out outstanding; and
- applications that Evolution consider to be high risk or for events that promote irresponsible or offensive behaviour.

Please do not hesitate to discuss the eligibility of your organisation with a representative from Evolution.

Applications will be assessed on your ability to demonstrate:

- that your group or organisation is a community stakeholder;
- that the initiative or event delivers a broad community benefit;
- your organisational capacity and proven track record of managing funds and initiatives/events;
- your organisation or initiative's ability to continue to benefit the community beyond the funding period;
- any opportunities for community and Evolution employee engagement and participation; and
- any opportunities for exposure and/or recognition for Evolution.

Applications do not have to meet all of the above criteria, however those that do will be favourably considered.

Application process

In order to submit a Sponsorship and Donation Application, please read this guideline document and submit the Application Form to the Community Relations team (details below).

All applications are considered quarterly at set Evolution assessment panel meetings. Applicants are encouraged to submit applications as early as possible to ensure their application is assessed at the next scheduled panel meeting. Time is required for Evolution to make decisions, request further information if necessary and provide requested support. Please refer to the anticipated timeframes below to plan your application accordingly.

Evolution will advertise our quarterly application rounds via appropriate channels which may include: local newspaper advertisements, email or community noticeboards.

ROUND	DEADLINE FOR SUBMISSIONS	NOTIFICATION OF OUTCOME BY	PAYMENT MADE TO SUCCESSFUL APPLICANTS
Round 1	March 31	April 30	Within 21 days of notification*
Round 2	June 30	July 31	Within 21 days of notification*
Round 3	September 30	October 31	Within 21 days of notification*
Round 4	December 31	January 31	Within 21 days of notification*

**Provided necessary organisation details (including banking details) have been supplied as part of your application. Payment may be delayed if details are not supplied at the time of application.*

Accountability

Successful applicants are required to:

- Use the funding for the specified activities outlined in their application; and
- Provide initiative/event close-out details as requested by Evolution.

Knowing that your initiative/event was completed successfully and hearing about the outcomes you achieved is important to us, therefore we request a simple two-page close out form to be completed along with any photographs and media clippings. We ask that this is returned to the Community Relations team at your nearest Evolution operation within one month of completing your initiative/event.

For more information:

If you have any queries about the application process or your initiative/event's eligibility please do not hesitate to contact the Community Relations team at your nearest site:

Cracow	(07) 4993 7900	community.cracow@evolutionmining.com.au
Edna May	(08) 9046 8000	emo.communityrelations@evolutionmining.com.au
Mt Carlton	(07) 4422 0100	mco.communityrelations@evolutionmining.com.au
Mt Rawdon	(07) 4156 2222	mro_reception@evolutionmining.com.au
Mungari	(08) 9268 4000	community.mungari@evolutionmining.com.au

(Please note. For applicants near our Cowal site, sponsorship and donation requests come under the Cowal Partnering Program. Refer to our website for details.)

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 we have 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.