

McArthur River Mine  
**Community  
Benefits Trust**

PROJECT FUNDING GUIDELINES



## 1. BACKGROUND

The McArthur River Mine Community Benefits Trust has been formed under an agreement between McArthur River Mining (MRM) and the Northern Territory Government and supports the social and economic development of the Borroloola region.

It is a charitable Trust that aims to:

- Facilitate ongoing sustainable development of the community and the region including community capacity building and local business enterprise development
- Build infrastructure within the community to a level that will facilitate the creation of local jobs, diversity of new enterprise, beneficial social activity and improved health outcomes
- Enhance the positive social and economic impact of MRM's mining operations on the community and the region as far as is reasonably practical
- Create jobs and training opportunities.

## 2. COMMUNITY VISION, NEEDS AND PRIORITIES

Through consultation and engagement programs, members of the Borroloola and surrounding communities have expressed a vision to create a vibrant, thriving and healthy region.

Annual Plans are developed each year are in line with the July 2007 Agreement between McArthur River Mining and the Northern Territory Government for the establishment of the Trust in order to:

- Facilitate ongoing sustainable development of the community and the region including community capacity building and local business enterprise development
- Create jobs and training opportunities
- Build infrastructure within the community to a level that will facilitate the creation of local jobs, diversity of new enterprise, beneficial social activity and improved health outcomes
- Enhance the positive social and economic impact of McArthur River Mining (MRM)'s mining operations resulting from the open pit mining operations on the community and the region as far as is reasonably practical.

Each year, the community is consulted to identify specific priorities in line with the needs expressed. These priorities are considered by the Trust Board in developing an Annual Plan and in targeting specific programs for support.

Annual priorities are provided separately in the Annual Plan Summary. Proponents can obtain a copy of this document from our website at: <http://www.mcarthurriver.com.au/community.html> or by contacting our Project Officer. (details are provided on page 8 of this document)

## 3. WHO CAN APPLY

The Trust invites applications for grant funding from organisations interested in undertaking projects or programs which align with and support the achievement of the Trust's objectives and the community's specific needs. To be eligible, the project must be of benefit to the community of the Borroloola region including the Sir Edward Pellew Islands.

A project is eligible for support by the Trust if it:

- Is conducted for a charitable purpose, that is:
  - providing grants, scholarships, bursaries and other assistance for education, vocational training and enterprise development; or
  - providing grants and other assistance for community infrastructure, and community development including the promotion of initiatives in the areas of health, law, arts, sport and culture.
- Is not an excluded project i.e.:
  - not for a charitable purpose is for funding funerals
  - is an ex gratia payment to an individual or individuals.
- Is consistent with the Trust's Annual Plan and priorities as developed by the Trust Board and following community consultation.

All applications will be considered however preference will be given to applications which:

- Address the expressed priorities of the community to resolve major issues impacting on the sustainability of the region and in so doing, make a real difference
- Help build local capacity in a long-term, sustainable manner
- Are catalysts for greater investment in the community either through additional external funding opportunities (other than the Trust), revenue-generation or other self-sustaining methods.

Generally, projects will not be considered for funding when, in the opinion of the Allocations and Investment Committee and Trust Board, they are the operational responsibility of Federal, Northern Territory or Local government.

#### **4. SUPPORT PERIOD**

Financial grants to approved projects can be offered for up to 3 years subject to regular performance reviews. Long-term projects beyond 3 years in duration will require a new submission to be lodged and assessed for any subsequent terms. Reporting requirements will be detailed in specific Funding Agreements.

#### **5. REPORTING**

##### **Project funding up to 1 year duration**

Successful applicants receiving funding for projects of up to 1 year in duration are required to provide a written report against agreed Key Performance Indicators on a quarterly basis. Reporting requirements will be:

<b>PERIOD ENDING</b>	<b>REPORT PROVIDED BY</b>
31 March	14 April
30 June	14 July
31 September	14 October
31 December	14 January

At the completion of the project a Final Report along with an acquittal of funding will be required within 4 weeks of the conclusion of the project.

### **Project funding greater than 1 year duration**

Successful applicants receiving funding for greater than 1 year will be required to provide a progress report every 6 months. Progress reports will be assessed on receipt and release of further funding will be dependent on the satisfactory progress of the project. A final written report against agreed Key Performance Indicators and an acquittal of funding for the project will be required to be provided to the Trust within 4 weeks of the conclusion of the project.

Reporting requirements will be:

<b>PERIOD ENDING</b>	<b>REPORT PROVIDED BY</b>
30 June	14 July
31 December	14 January

### **Annual Review Reporting Requirements**

As shown in the above schedules, all successful applicants are required to submit a report on the status of their projects and any outcomes to date by 14 July each year. Additional to meeting Funding Agreement requirements this report will be used for the preparation of an Annual Review of Trust activity. A maximum of two photographs of your project in action would be appreciated with this report. The intention would be to use these photographs within the Annual Review promotional activities.

**NOTE:** Use of personal images must be authorised, a Photographic Release Form is available from the Trusts Project Officers.

The Project Officer for the Trust will visit approved project monthly where possible.

## **6. HOW TO APPLY**

Applications may only be made in writing with completed applications being submitted by post or email. Applications should be succinct and:

- Identify specific objectives or problems and present specific plans and solutions
- Show that the project is planned around an achievable timetable and budget
- Be able to demonstrate that the project is directed at solving problems in a sustainable way rather than providing short-term relief from symptoms or long-term dependency
- Build in reporting and evaluation of the project
- Be innovative and present a project idea that may not readily attract funding from traditional sources.

### **Fill in the Project Funding Application Form**

Please answer each question and submit copies of relevant documentation with the application form. You may provide additional information to support your submission if you wish to.

## Submit application

The Project Funding Application Form and supporting documentation should be submitted to:

McArthur River Mine, Community Benefits Trust  
Project Officer  
PO Box 422  
Nightcliff NT 0814

Email: [trustenquiry@creativeoptions.com.au](mailto:trustenquiry@creativeoptions.com.au)

**Please do not send original** videos, sound cassettes, photos, or original documents, as we cannot guarantee their safe return.

## 7. WHEN TO APPLY

The Trust's Allocation and Investment Committee meets to assess applications at least four times a year. Applications should reach the Project Officer no later than **31 January, 30 April, 31 July and 31 October** for it to be considered in the appropriate meeting cycle.

## 8. ASSESSMENT OF APPLICATIONS

The procedure for assessing applications is as follows:

- Application is received by the Project Officer
- Application will be recorded and written notification (post or email) sent confirming receipt of the application.
- Initial assessment is made by the Project Officer to ensure that the application has been completed satisfactorily, meets the guidelines and is accompanied by the appropriate documentation. Further information may be sought from the organisation making the submission.
- Applications are forwarded to the Trust's Allocation and Investment Committee, which discusses the proposed projects and makes recommendations to the Trust Board in relation to applications to be funded.
- The Trust Board will review all recommendations from the Allocations and Investment Committee and make final decisions in relation to applications to be funded.
- Applicants will receive a response within approximately 10 weeks of application closing date.
- Successful applicants will be required to enter a contract with the Trust, which agrees, to the commitment of grant funding in return for the delivery of the approved project and a defined set of Key Performance Indicators.

## Community involvement

The Trust structure allows for community involvement in decision making.

The representation of local people on the Trustee Board (five of the nine directorships) and their involvement as Community Members of the Trust allows Borroloola residents to set priorities for the Trust and have a say in how funding is directed.

## **9. MORE INFORMATION**

For more information on the McArthur River Mine Community Benefits Trust please contact:

MRM Community Benefits Trust Project Officer

Phone: 08 8927 1635

Email [trusenquiry@creativeoptions.com.au](mailto:trusenquiry@creativeoptions.com.au)

Or visit <http://www.mcarthurriver.com.au/community.html>.

## **10. OTHER XSTRATA CORPORATE SOCIAL INVOLVEMENT PROGRAMS**

While the Trust supports projects in the Borroloola region of the Northern Territory, Xstrata has community partnership programs that support other areas of Australia where we operate. These are: the Xstrata Community Partnership Program Queensland, the Xstrata Community Partnership Program North Queensland and the Xstrata Coal CSI Program. More information on these programs is available on the Xstrata website [www.xstrata.com](http://www.xstrata.com)