

RioTinto

Western Cape Community Development Fund



Checklist (please mark ALL boxes)

Before completing this form, please read the Fund Guidelines which outlines the Fund's purpose, and the application process and timeframes.

Please ensure all of the relevant sections are completed prior to submission

Section 1 - Applicant details

Section 5 - Organisation background

Section 9 - Any supporting documentation

Section 2 - Project details

Section 6 - Timeframes and budget

Section 10 - Recognition

Section 3 - Project description

Section 7 - Community engagement

Section 11 - Declaration

Section 4 - Project outcomes

Section 8 - Sustainability

SECTION 1: Applicant details

Name of organisation:

Contact person for this application: Position:

Address:

Suburb: State: Postcode:

Telephone - Home: Work: Mobile:

Email:

Website:



SECTION 2: Project details *(please mark all relevant boxes)*

1. Project name:

Tell us how your project impacts these 4 pillars within the Western Cape communities;

- Human Rights:** Does your project enhance diversity, equity and inclusion? Our commitment to human rights is core to our values. It is fundamentally about treating people with dignity and respect. This may include Indigenous People’s voice and participation, gender equity and promoting respect for all human rights.
- Culture, heritage and place:** Does your project contribute to long-term outcomes in the areas of culture, heritage or environment? This may include working with inter-generational groups, development or growth and care and conservation.
- Community capacity and connection:** Does your project strengthen community resilience and build social connections? This may include building organizational capability and capacity and unlocking potential within communities.
- Economic development and just transition:** Does your project contribute to locally driven economic development? This may include transition opportunities and programs, decarbonisation and programs that enable communities to thrive and collaborate as a strong local ecosystem.

2. Community catchment area

- Weipa
- Napranum
- Northern Peninsula Area (NPA)
- Mapoon
- Aurukun

3. Brief description of the project: *(50 words or less)*

4. Term of the project:

Explain how your project will achieve long-term, sustainable social impact with the Western Cape communities. Funding is available for up to 3 years with the aim to build capacity and capability for the project to continue on after the Rio Tinto Community Development Fund. Refer to *Section 8: Sustainability*

5. Financial details

(Please note that all applications may require the applicant to attend a CDF board meeting and provide a presentation on the project. If this is required, the fund’s Executive Officer will let you know in advance.)

Amount requested from the fund: \$

Total budget for the project: \$

Are there any other existing partners contributing financial or in-kind funds to the project or have committed to in the future?
If yes, please provide more detail in Section 6 on page 9.

Yes No

SECTION 3: Project description

1. How does the project meet the intent of the relevant focus (Human Rights, Culture, heritage and place, Community capacity and connection, Economic development and just transition)?

2. How does this project fulfill a community need or aspiration? please include letters of support from relevant organisations.

3. How was the need for the project identified? *(Please include any details of surveys, studies or previous projects.)*

SECTION 4: Project outcomes

1. What short term objectives do you hope to achieve through this project?

2. What long term objectives do you hope to achieve through this project?

3. What are the expected outcomes from the project? *(Outcomes should be related directly to the previously listed objectives. Please include key performance indicators or targets for the expected outcomes.)*

SECTION 4: Project outcomes (cont.)

4. How will you evaluate or measure if these outcomes are achieved?

5. Who will manage the project? Does the project manager have qualifications or experience managing projects of this nature?

6. Who will directly benefit from this project? *(Please include which community stakeholders will benefit, how many and explain how they will benefit from the project)*



SECTION 4: Project outcomes (cont.)

7. Is there any other information that is important for the committee members to know regarding this project? *(Is there any background or history that may be relevant?)*

8. How does the project provide long term solutions that do not already exist in the region?

9. Are there any risks involved with the project? *(Please discuss the risks and plans for mitigation.)*

SECTION 4: Project outcomes (cont.)

10. Are there opportunities for collaboration with other organisations/groups within the region? If so, how will you involve potential partners in this project?

11. What other key stakeholders in the community will be involved in this project? *(Please list in detail the support for the project from other businesses, relevant government bodies, community organisations, education providers and other applicable organisations. Please also attach any letters of endorsement from those listed.)*

SECTION 5: Organisation Background Information

- 1. Please provide information on the nature of your organisation** *(What services do you provide? Who uses your services and how many people do you provide services for? How long has the organisation served in this role? What is your service area? If you are a membership based organisation, how many member do you have?)*

- 2. What is your governance structure?** *(Please include information on the individuals who are responsible for policy decisions and governance within your organisation.)*

- 3. What is the source of your organisation's funding?**



SECTION 6: Timeframes and budget

1. Please list all of the intended activities as part of the project, and relevant timeframes for completion

Activity	proposed start date	proposed end date

2. Please complete a draft budget proposal related to the project *(we understand this may be subject to change)*

Anticipated expense	Approximate cost	Based on <i>(include any quotes or benchmarking here)</i>

3. If you are seeking in-kind support for the project in addition to financial, please outline what in-kind support could benefit the project:

4. Please outline any other financial or in-kind funding received, or other submissions for funding that are planned for this project:

SECTION 7: Community Engagement

- 1. Please discuss opportunities the project provides for community involvement** (e.g. how can Rio Tinto employees or other community members become involved or contribute to the project?)

- 2. How will you communicate the project to the wider community?**

SECTION 8: Sustainability

1. Is the project expected to continue beyond the initial project stage? Yes No

2. If yes, please discuss the sustainability plan as it relates to funding and management (e.g. how will you continue to fund or execute the project following the fund's initial investment?)

SECTION 9: Any supporting documentation

1. Please outline and attach any supporting information that you feel may be appropriate for your application.

SECTION 10: Recognition

Please outline how Rio Tinto will be recognised for its support of the project

SECTION 11: Declaration

If approved, I understand that the project will be subject to a formal agreement based on the information provided in this application. I will be required to provide routine reports throughout the term of the agreement, and a final project report at the end of the funding term. Reports must be submitted to the Rio Tinto Weipa Operations Community Development Fund, and outline progress against delineated outcomes.

I hereby agree to comply with the reporting requirements and state that the information contained in this application is correct and that I am duly authorised to make this application and declaration.

Name	
Title	
Signature	
Date	

YOUR APPLICATION SHOULD BE SUBMITTED ELECTRONICALLY TO

RTAWeipafeedback@riotinto.com

Alternatively, a hard copy of your application can be returned in person to:

Community Development Fund Executive Officer
C/ Community Relations Building
Artie Wales Drive
Weipa Q 4874

Or contact us via our **freecall hotline 1800 820 711** to find out when we will be visiting your community next.