



Flat Rocks Wind Farm Stage 1

Community Fund Guidelines

February 2026

Introduction

The Flat Rocks Wind Farm Stage 1 Project, owned by Potentia Energy, comprises of 18 wind turbine generators and related civil and electrical infrastructure. The project site spans the shires of Kojonup and Broomehill-Tambellup, in the Great Southern Region of Western Australia. Construction of the project commenced in 2022 and the project became fully operational in 2024.

Potentia Energy is committed to financially supporting the local Kojonup, Broomehill and Tambellup communities through the Flat Rocks Wind Farm Stage 1 (FRWFS1) Community Fund.

The aim of the fund is to support non-profit organisations in and around the FRWFS1 project area by funding projects, that benefit the broader community.

The Flat Rocks Wind Farm Stage 1 Community Fund will comprise of \$75,000 each year shared across the Kojonup and Broomehill-Tambellup Shires, for the life of the project.

This document sets out the Guidelines for the administration of the FRWFS1 Community Fund.

Key Aims

The key aim of the Community Fund is to enable local not-for-profit groups, organisations and projects to make a positive and enduring contribution to the local community.

All applications must align with the following:

- Substantial positive and long-term benefits to the local community, including social, economic and environmental,
- Strengthen the local community and aim for better connections between groups / areas.

Notes:

- The number of applications for funding may exceed the total funds available. Therefore, not all projects may be successful in receiving support,
- Applications which do not align with the key aims of the fund may be rejected,
- The Community Committee recommends successful applicants and the final amount of funding is at Flat Rocks Wind Farm Stage 1 discretion.

Fund Area

Applicants within the Local Government Area boundaries of Kojonup and Broomehill Tambellup Shires are eligible.

The Fund area may be revised in future years.

Applicants able to receive funding

- Not-for-Profit Organisations
- Have a valid Australian Business Number (www.abr.business.gov.au)
- If you do not have an eligible ABN, you will require a Project Partner/Auspice. A Project Partner/Auspice is:
 - An organisation who has an eligible ABN and;
 - Willing to support and work with you to deliver your project

Funding Amounts

The Fund has two (2) grant categories:

1. Minor Grants are for applications seeking less than or equal to \$5,000 (including GST) with no minimum limit.
2. Major Grants are for applications seeking more than \$5,000 (including GST) with the upper limit being the maximum fund amount for the year. For all categories, the amount requested in Grant applications must be inclusive of GST.

What project categories will be supported

- Arts, culture & events
- Youth initiatives
- Indigenous Australians
- Health & wellbeing
- Sport & recreation
- Education
- Environment

What will not be funded by the FRWFS1 Community Fund

- Individuals
- Political organisations or campaigns
- Religious activities
- Private / commercial entities
- Irresponsible use of alcohol / drugs / gambling
- Repayment of Debts or loans
- Applications seeking retrospective funding

Selection and Assessment Criteria

Project Benefits	<ul style="list-style-type: none"> • Direct and Indirect community benefits • Quality of life/community enhancement • Project operation efficiency • Community demographic • Long term benefits 	25%
Targeted Community Need	<ul style="list-style-type: none"> • Outline specific need within the community and how the project aims to meet that need • Council / community support for Project 	25%
Project viability and success	<ul style="list-style-type: none"> • Background of applicant, organisation size, prior experience • Duplication of existing projects • Prior Funding of applicant • Demonstration of need for financial assistance e.g. treasurer reports, bank statements, project quotes • Collaboration with other groups and other funding sources • Ability to complete project 	25%
Alignment with Key aims	<ul style="list-style-type: none"> • Substantial positive and long-term benefits to the local community, including social, economic and environmental • Strengthen the local community and aim for better connections between groups / areas 	25%

All applications will be evaluated by the FRWFS1 Community Fund Committee. The above selection criteria are to be intended as a general guideline.

The final decision in relation all applications will be made by Potentia Energy.

When and How to apply

Each year, the fund is open for applications over the following period:

1st April – 31st May (successful applicant awarded in June)

FRWFS1 will advertise the timeframe for applications on the project website, via local established communication channels, and through Local Councils.

- Applications must be received within the allocated timeframe
- Applications must be sent to flatrockswindstage1@potentiaenergy.com.au
- Applications must be received before the closing date. Late applications may not be considered
- Applications will be acknowledged via email, and applicants will be notified of the status of their application within 1 month of the closing date

To begin an application please visit <https://potentiaenergy.com.au/project/flat-rocks-stage-1-wind-farm/>

For queries about the guidelines, deadlines, or questions in the form, please contact our Community Engagement & Sustainability Specialist at 0419 668 522 or email flatrockswindstage1@potentiaenergy.com.au.

Assessment of Applications

The process for the assessment of all applications for funding is as follows:

1. Applications acknowledged via email;
2. Applications assessed for eligibility against the criteria. Applications that do not meet the criteria will be notified via email;
3. Applications meeting the criteria will then be forwarded to the FRWFS1 Community Fund Committee for formal assessment;
4. FRWFS1 Community Fund Committee will be given 2 weeks to review applications;
5. Applications will be assessed against the assessment criteria;

6. The Community Fund Committee recommends successful applicants and the final approval is at Flat Rocks Wind Farm Stage 1 discretion.
7. Applicants will be notified of the outcome of the application by email and/or telephone.
8. Successful applicants will be sent a Letter of Offer and a Community Fund Participation Agreement (CFPA). This contract is between the FRWFS1 and the applicant outlining the approved funding and payment terms and conditions. A draft copy of the CFPA can be seen in Appendix 1 of this document.
9. Once this is signed and returned, the successful applicants will need to submit a tax invoice to Flat Rocks Wind Farm Stage 1.

Implementation of a Project following Funding

It is a requirement that all projects must be implemented within 12 months of receiving funding or an alternative timeframe outlined within the CFPA. A required completion date will be notified within the CFPA.

It is anticipated that all projects will be implemented as per the application.

If the project is delayed, a revised timeframe must be requested in writing. This will be reviewed and where possible a revised timeframe will be provided by variation to the CFPA. If a variation is not requested or unable to be provided, all unspent funds must be returned to Flat Rocks Wind Farm Stage 1 within 30 days from notification.

Successful applicants can reapply for funding in subsequent rounds if they have successfully completed past projects and all reporting requirements. Failure to comply with this requirement may impede future applicants from applying for funding under future rounds.

Governance and Administration of the Community Fund

The Committee will be appointed to evaluate all applications and to determine how best to distribute funds. The aim is to maximise long-term benefits for communities within and around the wind farm.

A panel of 3-5 civic-minded committee members will take up to 14 days to choose the successful applicants. The Community Fund Committee shall comprise of 1 representative from Potentia Energy, 1 Broomehill-Tambellup Shire representative, 1 Kojonup Shire representative, plus option for 1 community representative from each Shire to be nominated.

The Committee members will review applications received at the end of each round, and will meet within 2 weeks of application term closure to select successful applications.

Reporting and Evaluation

A Final Report will be required to be completed. A copy of this will be provided to all successful applicants at the time funding is provided.

The report must include sufficient evidence of expenditure (such as receipts, etc.).

Acceptance of these Guidelines

By submitting an application to the FRWFS1 Community Fund, you acknowledge you have read and understood the information and requirements provided in these Guidelines. Furthermore, that if you are successful in receiving a grant and do not adhere to the reporting requirements you may be required to return the funds to FRWFS1 and/or may forfeit being able to apply for future grants.

Acknowledgement of Flat Rocks Wind Farm Stage 1

Successful applicants will be required to acknowledge the financial support provided by FRWFS1. The specific requirements for acknowledgment will be agreed upon when funding is awarded. These could include displaying logos in project material, acknowledgement in media releases, newsletters or placement of plaques, signage etc. with costs covered in the project budget. FRWFS1 must approve the final wording and layout for any form of recognition to be used.

Review of these Guidelines

It is intended that the guidelines be a living document that may be modified after regular reviews by FRWFS1 to ensure that the Community Fund remains current and focused on achieving its key aims and is administered effectively and efficiently.

Contacts

For further information please contact:

Giulia Scataglini - Community Engagement & Sustainability Specialist

P: 0419 668 522

E: flatrockswindstage1@potentiaenergy.com.au

Appendix 1 - Community Fund Participant Agreement

Project Title: _____

Organisation name: _____

Primary Contact Name: _____

Email: _____

Phone: _____

Project Start Date: _____

Project Completion Date: _____

Due diligence questionnaire

Brief overview of the corporate governance structure/ownership of the beneficiary. Have there been any significant changes to this structure in the last 3 years?:

IS the beneficiary a NON For Profit organisation?

Yes No

Details:

Does the beneficiary have any affiliate organisations?

Yes No

Details:

Has beneficiary and/or office holders of the beneficiary been charged with any criminal offence, crime or offence relating to tax crimes, crimes against the public administration, against property, personal freedom, public order, environmental crimes?

Yes No

Details



Are there any other matters to be noted that may have the potential to create a conflict of interest (or the perception of a conflict of interest) between the beneficiary (and affiliates and engaged third parties) and Flat Rocks Wind Farm Stage 1 Stage 1 or Potentia Energy?

Yes No Details:

The applicant agrees to the terms outlined in this document and acknowledges Potentia Energy and its affiliates rely on and perform their business responsibilities in accordance with the principles outlined in the Potentia Energy Code of Ethics (Please view Code of Ethics [here](#)), Potentia Energy Zero Tolerance of Corruption (Please view Zero Tolerance of Corruption plan [here](#)), Potentia Energy Guidelines and Anti-bribery Policy (Please view Anti-bribery Policy [here](#)) when conducting business and management of relations. To the extent that any act or omission by Potentia Energy in compliance with the Potentia Energy Code of Ethics would otherwise place Potentia Energy in breach of this Agreement, the applicant expressly agrees that any such act or omission will constitute a breach of this Agreement and that the funds allocated under the agreement must be refunded to Flat Rocks Wind Farm Stage 1 Stage 1/ Potentia Energy. The committee may seek clarification or request further information about the Project in order to help make its decision. Failure to provide the information in a reasonable timeframe will result in the application being rejected.

Signed by an authorized representative of the Applicant:

Print Name: _____

Date: ____/____/____