Community Grants Program Terms and Conditions

1. Introduction

These Terms and Conditions govern the Community Grants Program ("the Program") delivered by Arc Infrastructure ("the Company"). By submitting an application, the applicant organisation ("the Applicant") agrees to comply with these Terms and Conditions.

The Program provides funding of up to $5,000 per region annually to support community initiatives that align with the Company's focus areas and contribute to positive social and regional outcomes.

2. Eligibility Criteria

To be eligible, Applicants must:

- Be a registered not-for-profit, charity, incorporated association, or community organisation;
- Operate within the geographical region for which they are applying;
- Demonstrate adequate governance structures, including financial controls; and
- Have the capacity to deliver the proposed project within the specified timeframe.

Ineligible:

- For-profit businesses;
- Political parties or organisations engaged in political advocacy;
- Religious organisations where the project is primarily religious in nature; and
- Organisations with outstanding compliance issues or unresolved disputes with the Company.

The Company reserves the right to request evidence of eligibility at any time.

3. Eligible and Ineligible Activities

Eligible activities may include:

- Community development programs;
- Events, workshops, or training;
- Equipment or resource purchases;
- Environmental, cultural, youth, health, or wellbeing initiatives; and

- Capacity-building activities.

Ineligible activities include:

- Projects already completed;
- Ongoing operational costs (e.g., rent, utilities) unless directly tied to the project;
- Salaries or wages (unless explicitly approved by the Company);
- Political, religious, or lobbying activities;
- Travel outside of the region; and
- Debt repayment or fundraising activities.

4. Application Process

- Applications must be submitted through the official online form during the published intake period.
- Late or incomplete applications will not be accepted.
- Applicants may submit only one application per intake period unless otherwise approved by the Company.
- The Company may request additional information to support its assessment of the application.

5. Assessment and Decision-Making

Applications will be assessed by the Company's Regional Leads or equivalent using criteria including, but not limited to:

- Location of program;
- Alignment with at least one of Arc's four focus areas;
- The Applicant's capacity and capability to deliver the program; and
- Value for money and efficient use of funding considerations.

All decisions are final, and no correspondence will be entered into.

6. Grant Funding and Use

- Successful Applicants will be contacted by the Company to advise that their application has been successful and to provide details of the funding to be received.
- Subject to these Terms and Conditions the successful Applicant will receive funding via electronic transfer to a nominated organisational bank account, or paid via credit card if possible.

- Funds must be used solely for the approved project and no changes are to be made to the approved project without the prior consent of the Company.

The Company may request the return of funds if:

- The project does not proceed; or
- Funds are misused; or
- The Applicant breaches these Terms and Conditions.

7. Reporting and Acquittal

Successful Applicants may be requested to:

- Submit a project acquittal summary within 3 months of project completion; and
- Provide photos, testimonials, or other materials for promotional purposes where appropriate.

8. Publicity and Acknowledgement

By accepting funding, the Applicant agrees that:

- The Company may publish the organisation's name, project description, and images for promotional purposes;
- The Applicant may be required to acknowledge the Company's support in project materials, subject to brand guidelines; and
- Prior Company approval is required for use of the Company's logo.

9. Conflicts of Interest

Applicants must disclose any actual, potential, or perceived conflicts of interest.

Regional Leads involved in assessment must also declare conflicts and recuse themselves where necessary.

10. Insurance and Compliance

Applicants are responsible for :

- Maintaining appropriate insurance coverage (e.g., public liability, volunteer insurance); and
- Compliance with all applicable laws and regulations (including safety and privacy obligations).

The Company may request evidence of the Applicant's insurance.

11. Withdrawal or Termination

The Company reserves the right to:

- Withdraw funding if the Applicant provides false or misleading information;
- Terminate funding if the project breaches these Terms and Conditions;
- Request the return of improperly used funds.

12. Liability

The Company is not responsible for:

- Losses, damages, or costs incurred by any Applicant;
- The success or outcomes of funded projects; and
- Any injury, damage, or loss arising from project activities

Applicants accept full responsibility for project delivery.

13. GST

Unless otherwise specified, grant amounts are inclusive of GST where the project constitutes a taxable supply under the *A New Tax System (Goods and Services Tax) Act 1999* (Cth). Applicants should seek independent tax advice.

14. Privacy Statement

The Company is committed to protecting the privacy of Applicants in accordance with the Australian Privacy Principles (APPs) under the *Privacy Act 1988* (Cth).

COLLECTION OF INFORMATION

The Company collects personal and organisational information for the purpose of:

- Assessing grant applications;

- Communicating with Applicants;
- Administering and evaluating the Program;
- Meeting reporting and audit requirements.

USE AND DISCLOSURE

Information may be shared with:

- Company staff involved in Program administration;
- Regional Leads assessing applications;
- External auditors or evaluators (where required)

The Company will not disclose personal information to third parties except as required by law or with the Applicant's consent.

STORAGE AND SECURITY

Information will be stored securely and retained only for as long as necessary to administer the Program and to meet legal obligations.

ACCESS AND CORRECTION

Applicants may request access to, or correction of, their personal information by contacting the Company.

CONSENT

By submitting an application, the Applicant consents to the collection, use, and disclosure of information as outlined in this Privacy Statement.

14. Amendments

The Company may amend these Terms and Conditions at its discretion at any time. Updated versions will be published on the Program website.

15. Contact

For enquiries about the Program, please contact:

communications@arcinfra.com

Last Updated:

April 2026