

Stockland Community Grants Program 2017 Frequently Asked Questions

These frequently asked questions and answers provide general information only. For the full terms and conditions, view the Stockland Community Grants Program Terms and Conditions at: <https://www.stockland.com.au/about-stockland/stockland-in-the-community/community-grants>

GLOSSARY

Focus Area	These are described in Annexure A of the Terms and Conditions
Initiative	This is the charitable or community initiative or program to be outlined in your application
Local Government Area	This is a geographic area, generally made up of several suburbs, and governed by a single Council. Further guidance is set out in Annexure B of the Terms and Conditions.
Judging Period	Judging will take place on the dates specified in Item 3 of the Schedule to the Terms and Conditions
Selection Criteria	Each application will be judged on the selection criteria set out in Annexure C of the Terms and Conditions

Stockland Asset

Any Stockland residential community, shopping centre or retirement village listed in Annexure B of the Terms and Conditions

Good2Give

Good2Give is Stockland's nominated community grants partner. Good2Give administers Stockland's application platform, validation process and funds distribution and may contact applicants at any time during the program for clarification or further information on an application.

HOW TO APPLY

Q: How long do I have to apply for a 2017 Stockland Community Grant?

A: Applications can be submitted from 9.00am (AEDT) on Monday, 27 February 2017 and applications will not be accepted after 5.00pm (AEDT) on Friday, 31 March 2017. No extensions to this deadline will be made under any circumstances.

Q: How do I describe the primary services/activities provided by my organisation?

A: Please include information such as why the organisation exists, what it does, who it helps, and the outcomes it provides to the community.

Q: Is there a limit I have to adhere to when completing the online application form?

A: Yes. Character limits are identified in each extended answer question on the online application form. Once you reach the word limit, the form will stop you from being able to enter any more words.

Q: How many applications can my organisation submit?

A: You can submit a maximum of three applications in total to the Stockland Community Grants Program. However, each application must be for a different Initiative. For example, you may make three applications to the same or different Stockland Assets, provided they are all for different Initiatives.

Q: My local government area has more than one Stockland Asset. Can I submit an application to each?

A: Yes. A maximum of three (3) entries by any one organisation may be submitted as part of the Stockland Community Grants Program. However each application must demonstrate that the Initiative seeking funding is different in nature (i.e. materially different and separately run).

Q: Can I submit a hard copy application?

A: Yes. If you are unable to submit your application online due to inaccessibility reasons, you may request a hard copy by emailing stockland@good2give.ngo or collect one from the Customer Care Desk at any participating Stockland Shopping Centre and submit it to

a Customer Care Desk at any Participating Stockland Shopping Centre. However, the same word limits that apply to the online form will also apply. Any words outside of the word limit will be disregarded in any application.

Q: Will I receive an email confirmation that my application has been successfully submitted?

A: Yes. Once you submit your application, you will receive an email from Good2Give confirming your application has been received, provided you have given a valid email address.

ELIGIBILITY

Q: How do I know whether my organisation is a not-for-profit?

A: Stockland is unable to provide you with advice on the status of your organisation. Guidance on not-for-profit organisations can be found at the Australian Tax Office website:

<https://www.ato.gov.au/Non-profit/Getting-started/Is-your-organisation-not-for-profit/>

Q: How do I know whether my organisation is incorporated or unincorporated?

A: Stockland is unable to provide you with advice on the status of your organisation. Guidance on incorporated and unincorporated organisations can be found at the Australian Tax Office website:

<https://www.ato.gov.au/Non-profit/Getting-started/Choosing-a-legal-structure/>

Q: My organisation is not registered for GST, are we eligible to apply?

A: Yes. Please tick 'No' at the relevant question on the application form.

Q: The organisation I represent is based in the local government area of a Stockland Asset. However, the Initiative we intend to fund, if successful in receiving a Stockland Community Grant, is located outside the associated local government area of a Stockland Asset. Are we eligible to apply for a Stockland Community Grant?

A: No. The Initiative the Stockland Community Grant will fund must be located within, and be of benefit to, the relevant local government area.

Q: The organisation I represent is based outside the local government area of a Stockland Asset. However, the Initiative we intend to fund, if successful in receiving a

Stockland Community Grant, is located inside the associated local government area. Are we eligible to apply for a Stockland Community Grant?

A: Yes, if the Initiative the Stockland Community Grant will fund is located within, and will be of benefit to, the relevant local government area.

Q: The organisation I represent has been awarded a Stockland Community Grant from a Stockland Asset in a previous Stockland Community Grant Program. Is my organisation eligible to apply for this round of Stockland Community Grants?

A: Yes, provided the Selection Criteria is met. However, an organisation that has not been awarded a Stockland Community Grant in the past may be given priority consideration over organisations that have been awarded a Stockland Community Grant in the past.

Q: My organisation does not have an Australian Business Number (ABN), are we eligible to apply?

A: Yes. Please tick '*I don't have an ABN*' at the relevant question on the application form. If your application is shortlisted as a finalist you will be contacted to complete a Validation Form and provide the required information.

Q: My organisation does not have public liability insurance, are we eligible to apply?

A: Yes. However, all risk and liability arising from the activities of your organisation remains with your organisation. A third party, such as a local council, may require you to have public liability insurance for the purpose of implementation of your Initiative, depending on the circumstances and location of your Initiative.

Q: What happens if my application details change after I have completed and submitted an application?

A: Please notify Good2Give by email immediately at stockland@good2give.ngo

SUCCESSFUL APPLICANTS

Q: How will my application be judged?

A: Applicants must be able to demonstrate that they can satisfy the Selection Criteria. Applicants must also demonstrate how they will use the Grant, what benefit it will provide to the community and who will benefit from the implementation of the Grant.

Q: Will my organisation receive updates regarding the status of our application?

A: No. Stockland receives a large volume of applicants to the Stockland Community Grants Program, and therefore only shortlisted or successful winners will be directly contacted.

Q: How do I know if my organisation has won a grant?

A: All winners will be notified via email or phone within 80 days of the end of the Judging Period, and all winners will be announced on Stockland's website. Grant payment will be arranged within 28 days from the date the successful applicants have been announced on Stockland's website.

GRANT

Q: Do I need to do anything if I have been successful in receiving a grant?

A: Yes. As part of your application to the Stockland Community Grants Program you agree to use the Grant within 4 months of receipt. You must also provide Stockland with information demonstrating how the Grant has been used in accordance with your successful application by filling out the online form provided to you when notified by Stockland that your application was successful. This may include requests for photos or videos. By accepting the Stockland Community Grants Program Terms and Conditions, you agree to provide Stockland with this information at Stockland's request, along with any signed release form required by Stockland.

PRIVACY

Q: How will my personal information be collected, used and managed by Stockland.

A: Please refer to Part G of the Terms and Conditions and Stockland's privacy policy at <http://www.stockland.com.au/privacy-policy.htm>

GENERAL

Q: I have received an email or phone call from an organisation called '**Good2Give**' who claim to be conducting validation checks on behalf of Stockland. Can I trust these emails and/or phone calls?

A: Yes. Good2Give is Stockland's nominated community grants validation partner. Good2Give verify application details including financial, deductible gift recipient status and other related information on Stockland's behalf. To process your application quickly, please provide Good2Give with any requested information.

Q: Can I contact Stockland to discuss if my proposed application meets the requirements of the Community Grants Program?

A: No. In fairness to all applicants, Stockland will not discuss your application with you prior to submitting it. It is your responsibility to thoroughly read both the Terms and Conditions and this document to understand whether your application meets the requirements of the Stockland Community Grants Program. If you require further clarification on any of the Terms and Conditions, it is up to you to seek the appropriate advice where appropriate. Stockland and/or Good2Give will only contact shortlisted applicants for further information if something is unclear in an application or further information is required.

Q: Who do I contact if I have further questions?

A: In the first instance, please refer to the Terms and Conditions for information on the Stockland Community Grants Program. For further information email: stockland@good2give.ngo