

MOORABOOL Wind Farm

TERMS OF REFERENCE MOORABOOL WIND FARM COMMUNITY FUND ASSESSMENT PANEL

1. Role / Purpose

1. The Moorabool Wind Farm Community Fund Committee (CFC) is established to review and consider applications submitted to the Moorabool Wind Farm Community Benefit Fund program.
2. The committee's role is advisory in nature, and the CFC will consider applications and provide recommendations by ranking proposed grants, using the online Smarty Grants program ensuring the applications align with the Moorabool Wind Farm Community Grant Guidelines. The recommendations are then provided to the owners of the Moorabool Wind Farm, who retain final decision-making authority regarding funding allocations.
3. Funds are provided by the owners of the Moorabool Wind Farm and are administered by owners nominated Administrator, Goldwind Australia.

2. Scope

1. The CFC is responsible for assessing eligible applications submitted during the annual grant round.
2. Only applications pre-selected by the administrator of the fund will be presented to the CFC for review.
3. The CFC may provide comments and recommendations based on community priorities and alignment with the fund's objectives as outlined in the [Moorabool Wind Farm Community Grant Guidelines](#).
4. The CFC does not have decision-making authority regarding final grant outcomes.
5. The CFC is not authorised to make commitments that oblige the parties to financial or legal obligations.

3. Membership

1. The committee will consist of members to ensure a diversity of perspectives.
 - Chairperson appointed by Moorabool Wind Farm to represent the wind farm.
 - Members selected via a call for nominations through advertisement in applicable media.
2. Membership is voluntary and unpaid.
3. Community members must reside within the defined local community area surrounding the project site.
4. Community members acknowledge they have an understanding of local priorities and a commitment to community development
5. Members are able to exit the CFC at any time. Written notice to the chairperson is required.
6. Expressions of interest will be sought through a transparent process, and final appointments will be approved by the chairperson.
7. Members should not be related or live in the same property.

4. Conflict of Interest

1. Committee members must declare any conflicts of interest, including personal, financial, or organisational affiliations with applicants.
2. Members with a conflict must recuse themselves from discussions and decisions relating to the affected application(s).

5. Meetings

1. The CFC will meet once per year to discuss and review the selected applications.
2. The purpose of the meeting is to provide a forum for idea sharing on Community Benefit Fund applications
3. Additional meetings may be convened if deemed necessary by the chairperson or by majority agreement of the committee members.
4. Members will be given the opportunity to vote by email if an apology at a meeting.

6. Reporting and Assessment

1. Following the annual meeting, the chairperson will prepare a summary of recommendations via the Smarty Grants program where applicants are ranked according to the Moorabool Wind Farm Community Fund guidelines, observations are noted at this time, which will be provided to Moorabool Wind Farm for consideration in the final decision-making process.

7. Members of the Committee will expect:

1. That each member will be provided with complete, accurate and meaningful information in a timely manner;
2. To be given reasonable time to make key decisions;
3. To be alerted to potential risks and issues that could impact on a particular project or desired programs, as they arise; and
4. Open and honest discussions, without resort to any misleading assertions.

8. Amendment, Modification or Variation

1. These Terms of Reference may be amended, varied or modified by Moorabool Wind Farm. New variations of the Terms of Reference will be distributed to the members of the CFC.
2. The chairperson will provide the current terms of reference to new members of the CFC.