Schedule 1	
Community Support Fund Terms and Conditions	
Prepared by:	Sunshine Coast Airport Pty Ltd as Trustee for Sunshine Coast Airport Trust (ACN 617 255 964) (SCA)
Opening Date:	31 March 2025 at 09:00 (AEST)
Closing Date & Time:	31 April 2025 at 17:00 (AEST)
Funding Grant Award Notification (Award Date)	30 May 2025
How to Enter	Complete your Community Support Fund Application here. Applications must demonstrate an alignment to supporting the Community Support Pillars.
Project Completion:	12 months from Award Date
Acquittal Report:	4 Weeks from Project Completion

1. About the Community Support Fund

Sunshine Coast Airport Pty Ltd as Trustee for the Sunshine Coast Airport Trust (SCA) is a proud supporter of the local community.

Sunshine Coast Airport exists to connect people and enhance the region and works to balance the natural and economic benefits which drive our future. Our success also relies on support from passengers and visitors to the airport and the Community Support Fund is one way we are sharing this success.

The Sunshine Coast Airport Community Support Fund has been established to provide grant funding to community groups and organisations to assist them in delivering initiatives that support local community, tourism, cultural, sporting, educational and environmental activities in the Airport Region (Sunshine Coast and Noosa local government areas).

The Community Support Fund will help SCA in strengthening its community support pillars of safety, sustainability, regional growth and opportunity, connectedness, and community.

Cash grants of up to $1,000 each will be provided in one round up to a maximum of $15,000 annually.

Application for grant funding constitutes agreement with these Terms and Conditions.

2. Definitions

Airport Region means Sunshine Coast and Noosa Local Government Areas.

Community Support Funding Period means the period of 12 months after the Award Date.

Community Support Fund Panel means a panel of minimum [3] members of SCA Management.

Eligible Entrants has the meaning given to it by clause [5].

IP means any rights in any copyright work (including any work or item created in the future), patentable invention, design, trademark, know-how or trade secret.

Successful Applicant means an applicant who has been awarded grant funding by SCA.

SCA means Sunshine Coast Airport Pty Ltd as Trustee for the Sunshine Coast Airport Trust (ACN 617 255 964)

Social Media means all forms of electronic communications such as the SCA Website, websites for social networking, advertising, marketing, podcasts and blogs.

SCA Website means: https://www.sunshinecoastairport.com.au/

3. Eligible Entries

3.1 Eligible Entries means those that were submitted:

3.1.1 By Eligible Entrants;

3.1.2 During the Community Support Funding Period;

3.1.3 In accordance with Schedule 1 “How to Enter”;

3.1.4 Address one or more Community Support Pillars; and

3.1.5 Are not otherwise excluded by these terms and conditions.

3.2 Permitted number of entries is one per applicant.

4. Community Support Pillars

4.1 The Community Support Pillars describe the funding categories which SCA will consider applications for. Each Community Support Pillar and examples are described in Schedule 2.

5. Eligible Applicants

The following parties are eligible to apply for Community Support Funding:

5.1 Community groups and organisations who:

5.1.1 are based in the Airport Region;

5.1.2 will use the funding to directly benefit the community within the Airport Region;

6. Ineligible Applicants and Projects

The following parties and projects are ineligible to apply for Community Support Funding:

6.1 Community Groups and Organisations based outside of the Airport Region;

6.2 Individuals;

6.3 Projects or activities where attendance is limited to individual organisations or their members;

6.4 Political parties;

6.5 Religious or faith-based groups unless it can be demonstrated the project supports a non-religious purpose;

6.6 Government and medical entities;

6.7 General fundraising appeals where funding requests are not attached to a specific project, event or initiative;

6.8 Projects run solely for commercial profit;

6.9 Projects or organisations that are already funded/supported by SCA;

6.10 Projects with start dates outside the Community Support Funding Period.

7. Ineligible Project Expenses

SCA will not accept applications that request funding for the following:

7.1 Operating or recurrent costs associated with the usual business activities of a community group/organisation including but not limited to insurance, salary/wages, running costs i.e. electricity, water, rates, administration, rent.

7.2 Purchase of equipment unless directly related to the eligible project.

7.3 Purchase of alcohol.

7.4 Prize money, prizes or trophies.

7.5 Political activities.

7.6 Capital expenditure.

8. Application Assessment Process

Applications will be assessed in two (2) stages.

1. **Stage 1: Eligibility Criteria** – Applications will first be assessed on their eligibility criteria. This will be a non-weighted scorecard to determine applications which are eligible or ineligible. The approval panel will be provided with a scorecard for this stage.
2. **Stage 2: Determining Project Impact and Funding Amount** – Applications deemed eligible in Stage 1 will then proceed to Stage 2, where the assessment panel will determine both the impact of, and the critical need for the project in the community.

9. Application Approval Process

9.1 Applications will be considered by the Community Support Fund Panel.

9.2 Decisions made by the Community Support Fund Panel are final and cannot be appealed.

9.3 The Community Support Fund Panel may disqualify applicants at its absolute discretion including if there is a breach or The Community Support Fund Panel reasonably suspects an applicant has breached or intends to breach these terms and conditions or other infringement of laws including IP laws.

9.4 The number and types of projects funded will depend on the demand for funding, available program budget and SCA corporate priorities at the time of the funding round.

9.5 The Community Support Fund Panel will determine the amount of funding awarded at its absolute discretion and is not required to award the amount requested in an application or the whole amount for any project or initiative.

9.6 Where The Community Support Fund Panel contacts an applicant for further information this will not constitute a pending offer or commitment of funding.

9.7 SCA may require that an applicant comply with additional terms and conditions prior to granting funding.

9.8 The Community Support Fund Panel is not required to provide any applicants with reasons for its decision.

9.9 SCA is not obligated to comply with a request by an applicant for variation of these terms and conditions, including a request for an extension of time.

10. Notification of Award of Funding and use of funds

11. All Successful Applicants will be advised by email on the Award Date of the amount of funding and the purpose for which funds are granted.
12. The Successful Applicants will be published on the SCA Website on the Award Date.
13. SCA will arrange payment of grant funding based on project requirements.

14. Successful Applicant Obligations

14.1 Successful Applicants are required to:

14.1.1 Use the funds for the purpose for which the funds have been awarded.

14.1.2 Comply with all applicable laws including workplace health and safety obligations;

14.1.3 Provide evidence of insurances that SCA considers necessary for the relevant project or initiative;

14.1.4 Indicate whether funds have been received, sought or intend to be sought from any other sources to help fund the project or initiative which is the subject of the application; and

14.1.5 Agree to be part of promoting the Community Support Fund which may include the participating in promotional photoshoots and videos (Promotional Material).

14.2 The Successful Applicant hereby grants exclusive rights and ownership of the Promotional Material to SCA to use for promotional activities at SCA's discretion, including but not limited to:

14.2.1 posts on the Social Media of SCA and related partners and service providers including a dedicated page with links to download more information and frequently asked questions;

14.2.2 print and digital brochure for use and distribution at specific events and as a downloadable resource on the SCA Website;

14.2.3 releases to mainstream media including broadcasting and publishing outlets;

14.2.4 use in presentations to internal and external stakeholders including community engagement events.

15. Acquittal Process

15.1 Successful Applicants are required to complete the project or initiative and submit an acquittal report to SCA within 12 months of the Award Date.

15.2 The acquittal report must be provided by each Successful Applicant to SCA within four (4) weeks of project completion.

15.3 The acquittal report must:

15.3.1 Outline the project outcomes and achievements; and

15.3.2 Demonstrate to SCA that the funding recipient has expended the funds in accordance with these terms and conditions.

15.4 If a Successful Applicant fails to submit an acquittal report, fails to use the funds for the purpose for which they are awarded, or otherwise breaches any of these terms and conditions, the Successful Applicant shall refund the full amount of the funds awarded or any part thereof upon demand by SCA.

16. Publicity

16.1 All Successful Applicants must acknowledge SCA's support in accordance with SCA's direction.

16.2 Any promotion of the project or initiative must display SCA's logo (which will be provided by SCA) and/or include a written statement that SCA has funded the project or initiative.

16.3 The applicant may not refer to SCA, including the display of SCA's logo, in any advertising, media releases, signage without prior written approval from SCA.

17. Indemnity

17.1 The applicant indemnifies SCA against any claim, loss, expense or damage of any nature, including financial loss and all legal costs and expenses suffered by the applicant or incurred by SCA arising out of or in connection with a breach of these terms and conditions or negligent act or omission of the applicant including in a relation to action by a third party for:

17.1.1 Actual or suspected breach of that party's IP; or

17.1.2 Misleading and deceptive conduct.

17.2 This clause survives termination or expiry of these terms and conditions.

18. Privacy Statement

18.1 SCA will use personal information of applicants received as part of the application process to:

18.1.1 Assess the application;

18.1.2 Contact the applicant during the assessment process;

18.1.3 Notify the applicant of the outcome;

18.1.4 Contact Successful Applicants in relation to use of awarded funds and

18.1.5 Contact applicants in relation to any other programs or initiatives that SCA believes may be of interest to the applicant.

18.2 SCA will share personal information of applicants with its service providers and related parties for the purposes of administering the Community Support Fund. Applicants can opt out at any time, except to the extent that clause 14 applies.

18.3 SCA's Privacy Policy describes how SCA collects, stores, processes, uses and discloses an individual's personal information: Privacy Policy.

18.4 SCA will not be able to process an application if the applicant does not provide the requested personal information,

19. General

19.1 These terms and conditions:

19.1.1 are governed by the laws of Queensland, Australia; and

19.1.2 supersede all previous agreements, understandings, negotiations, representations and warranties about its subject matter and contains the entire agreement between the parties.

Schedule 2	
Community Support Pillar	**Example of initiative / project**
Environment and Sustainability *We are taking environment and sustainability action to ensure what makes the Sunshine Coast special today is there for tomorrow.*	Conservation and biodiversity protection efforts to preserve and restore natural ecosystems, wildlife habitats and biodiversity hotspots.
Health and Wellbeing *We put the health and wellbeing of our people – our visitors, our staff and our partners – first to provide the safest airport experience.*	A community wellness program which aims to improve the overall health and wellbeing of members of the community.
Amazing Experiences *We deliver amazing experiences that bring all who choose us – people, partners and businesses – closer to the moments that matter most.*	Interactive art installations which engage participants in multi-sensory experiences.
Connections *With a focus on what we do best, we connect the rest of Australia (and the world) to the wider Sunshine Coast region, and the people, places and businesses that define it.*	An intergenerational program which brings together people of different age groups to participate in shared activities and experiences.
Opportunity and Growth *As an economic enabler of the region, we relish the role we play in creating growth and opportunity, bringing businesses and community closer to their next opportunity.*	STEM education initiatives which aim to inspire and prepare students for careers in STEM industries.
Pride of place *We make the most of our prime location and our ability to bring our region closer together, to share and showcase the best of what we have to offer.*	Community beautification projects which aim to enhance the aesthetic appeal of a public space through activities such as mural painting, landscaping and public art installations.