

CSL Behring

CSL Behring Australia
Community Grant Program 2019

Information for local
community organisations

CSL Behring Australia

Our organisation

CSL is Australia's largest biotechnology company and a global leader in developing bio-pharmaceutical medicines. We are headquartered in Melbourne, Australia, with substantial operations in the United States, Germany, Switzerland and the United Kingdom. CSL operates two subsidiary businesses, CSL Behring and Seqirus.

CSL was established in 1916 by the Commonwealth Government to ensure an isolated Australia had its own supply of biological medicines, such as insulin, penicillin, as well as vaccines against influenza, tuberculosis and polio. In 1994, CSL listed on the Australian Securities Exchange and has grown to become a global biopharmaceutical business producing life saving and life enhancing products that enable millions of people around the world to lead normal healthy lives.

CSL Behring manufactures and markets a range of plasma-derived and recombinant products worldwide.

CSL Behring therapies are indicated for the treatment of coagulation disorders including Haemophilia and Von Willebrand disease. The company's products are also used in cardiac surgery, organ transplantation, burn treatment and to prevent hemolytic diseases in newborns.

CSL Behring also operates one of the world's largest plasma collection networks, CSL Plasma, operating over 100 plasma collection centres in the US, Germany and Hungary.

In Australia, CSL Behring operates from our unique purpose built plasma fractionation facility in Broadmeadows. Here, our operations are integral for a self-sufficient blood supply in Australia.



Our Approach to Community Investment

As a company dedicated to saving lives and improving the quality of life for people with rare and serious conditions, we believe that helping our patient communities and advancing knowledge in our therapy areas is part of our social responsibility.

We also recognise that we have a role to play in contributing to humanitarian programs and relief efforts around the world, and that closer to home, our responsibilities extend to supporting critical needs and sustainable development in our local communities.

To support our focus areas, CSL has developed a global community framework that includes:

Support for Patient Communities

- Enhancing quality of life for patients in the conditions our therapies treat
- Improving access to our biological medicines

Support for Biomedical Communities

- Advancing knowledge in medical and scientific communities
- Fostering the next generation of medical researchers

Support for Local Communities

- Supporting community efforts where we live and work
- Supporting communities in times of emergency

Each CSL business unit works within the community framework to optimise community support relative to its operations.

Integral to our programs is the involvement of our employees.

CSL Behring Community Grant Program

CSL Behring Australia

Community Grant 2019



The CSL Behring Australia Community Grant was introduced in 2014 to support local organisations deliver important programs for the Hume Community.

In 2019 the Community Grant will provide up to **\$25,000** to support a local community initiative or project in or around Broadmeadows, including, Campbellfield, Jacana, Gladstone Park, Westmeadows, Dallas and surrounding suburbs.

With Hume City Council's support in identifying local needs, the 2019 CSL Behring Community Grant seeks to provide financial assistance towards a community initiative or project that addresses at least one of the following community needs:

- **Education and training**
- **Employment**
- **Support for early childhood and families**

Grant applications open on Thursday, 14 February 2019 (9am) and close on Friday, 15 March 2019 (5pm), with all applicants notified in May 2019.

If you require any further information on the program, please email us at community.grant@cslbehring.com.au or visit the CSL Behring Australia website <http://www.cslbehring.com.au>.

Program Guidelines

The following program guidelines will provide you with further information on completing your Community Grant application. There are important elements within these guidelines, so please ensure you take the time to review them before submitting your application.

Who can apply for the Grant?

Charity organisations with Deductible Gift Recipient ("DGR") status are only eligible to apply. You can check if your organisation has DGR status online at www.abr.gov.au. Simply search by name or ABN to confirm if your organisation has this status.

Entry categories and key criteria

All funded projects must address at least one of the following selection criteria:

- **Education and training** – This category seeks to fund programs that help to deliver improved education and training outcomes at all age ranges and levels. Programs may target initiatives that remove barriers to completing education and training.
- **Employment** – This category seeks to fund initiatives that improve employment prospects for people in the Broadmeadows area. This may be via special skills/apprenticeship/traineeship initiatives or other innovative programs that facilitate employment outcomes. Applications seeking funding to supplement wages/salaries will not be accepted.
- **Support for early childhood and families** – This category seeks to fund initiatives specifically targeted at early childhood (under five years of age) and/or families. The types of projects that may be considered include those that improve language, literacy and learning outcomes for children and families or other innovative programs that enrich the lives of young children and their families.

In addition to the above, the location of the project is important.

- **Proximity to CSL Behring Australia** – The CSL Behring Community Grants Program seeks to fund projects that fall within the Hume City municipality, specifically in or around Broadmeadows including, Campbellfield, Jacana, Gladstone Park, Westmeadows and Dallas.

Projects that will **not** be considered for funding

- Individuals who are looking for support or fundraising
- Events such as community/school fetes, golf days or charity dinners
- Religious or political activities
- General fundraising appeals
- Capital works including building, ground and/or facility management
- Retrospective or deficit funding requests, e.g. funding of past expenses

- Everyday operating or administration costs outside of the project
- Equipment purchases not associated with an ongoing project. It must be proven that any equipment purchased is directly linked to the organisation's community project.

How to Apply

The opening date for applications is **Thursday, 14 February 2019 at 9am**. Applications can only be submitted via the online application form at <http://www.cslbehiring.com.au/grant>.

Applications will close at **5pm AEST on Friday, 15 March 2019**.

For applications to be considered you will need to provide the following information:

Organisation details

You will need to provide information on your organisation, this should include:

- Your organisation's Australian Business Number (ABN)
- Confirmation of your organisation's Deductible Gift Recipient (DGR) status
- A brief background on your organisation
- A contact person within your organisation (including phone and email details)

Project details

This is where you should provide details on your organisation's project. In particular, you will be asked what critical community needs your initiative is responding to and how you will meet these. We will need to know exactly where the activity will take place, the project's expected start and finish dates, and the category/key criteria in which you are seeking funding.

Budget

Within your application you will need to provide detailed budget information about the initiative. In particular, the application should include an expenditure breakdown for the grant amount and information about any other funding sources you may be receiving for the initiative (if applicable).

Application Assessment

Assessment of applications will be supported by Hume City Council and selection will be made by a committee made up of CSL Behring employees.

Applications will be assessed according to:

- How well your project meets the category requirements
- How well your project meets a critical need within the community

- How well planned your project is, considering feasibility within the budget and timeframes
- How well the impact of your program can be evaluated
- Location of your project

Please note that priority will be given to applicants that are submitting a grant application for a particular project for the first time. That is, applicants who were unsuccessful in applying for the grant in previous years may re-apply, however, new project applications will be prioritised.

Important information

Grant amount: We will provide one grant up to a total value of \$25,000. CSL Behring's Selection Committee will determine the amount granted during the assessment process.

Period of Funding: Grants are for projects occurring in the next 12 months, and the expenditure of the granted funds will need to be completed by 1 June 2020, along with a full report to CSL Behring demonstrating acquittal of the funds. Projects that conclude between the application closing date and the grant notification date (June 2019) will not be funded.

Notification: All non-profit organisations that have applied for a grant will be notified of the decision undertaken by CSL Behring in June 2019.

Presentation of grant: Community groups must be available in the week **17-21 June 2019** to attend a presentation ceremony and event at the CSL Behring site on Camp Road, Broadmeadows.

Awareness raising opportunities: The successful community group should be prepared to participate in awareness raising opportunities, such as media interviews and employee events that may be initiated by CSL Behring throughout the period and upon completion of the grant.

Application Tips

The following questions should help you to prepare your application. Once you have started your application, please note that you will be able to save your application and edit it at a later date, so you can get your submission just right. But remember once your application is submitted, no further changes can be made.

- Is your organisation eligible? The organisation must be a non-profit with a current Australian Business Number (ABN) and DGR status.
- Is your project aligned with the grant categories? The assessment process looks at how well a project meets the category requirements.
- Is your project located in or around Broadmeadows including, Campbellfield, Jacana, Gladstone Park, Westmeadows and Dallas? We are keen to support projects in our local area.

- Are you able to answer every question in the application form? All sections of the application form must be completed for the project to be considered for a grant.
- Is your application clear and concise? Please ensure you stay within the specified word limit for each question and are clear with your responses. Ask someone unrelated to the project to read your application prior to submission, do they understand the program and its benefits?

Read the Program Terms and Conditions. This has important information about the Grant Program which you need to understand and accept before applying.

Terms and Conditions

The CSL Behring Community Grant is a sponsorship program funded by CSL Behring (Australia) Pty Ltd ABN 48 160 734 761 ("CSL Behring"). The following conditions apply to the CSL Behring Community Grant (the "Program"):

1. All applications must be made online at the Program website
<http://www.cslbehring.com.au/grant>.
2. CSL Behring will accept applications for funding from "Charitable Organisations" defined as Australian incorporated organisations that have been endorsed by the Australia Tax Office (ATO) as Deductible Gift Recipients (DGR). CSL Behring will request proof of your status as a non-profit organisation in accordance with the above definition if the organisation is successful in receiving a grant. If you are unsure of your organisation's tax status, check the Australian Government's ABN Lookup website: <http://www.abr.business.gov.au/>.
3. CSL Behring will only accept applications from or on behalf of Charitable Organisations under the categories of 'Education & training', 'Employment', and 'Support for early childhood and families'.
4. An application may be submitted by an authorised representative of a Charitable Organisation.
5. All applications must be made with the approval and consent of the Charitable Organisation.
6. Only one application may be submitted for the same project.
7. Applications must meet the "Selection Criteria" for their grant category in order to be considered for a grant. CSL Behring will, at its sole discretion, determine if an application meets the Selection Criteria.
8. The grant awarded is at the discretion of CSL Behring.
9. A grant will not be awarded for the following activities:
 - a. Individuals who are looking for support or fundraising
 - b. Events such as community / school fetes, golf days or charity dinners
 - c. Religious or political activities
 - d. General fundraising appeals
 - e. Capital works including building, ground and/or facility management
 - f. Retrospective or deficit funding requests, e.g. funding of past expenses
 - g. Everyday operating or administration costs outside of the project
 - h. Equipment purchases not associated with an ongoing project. It must be proven that any equipment purchased is directly linked to the organisation's community project.
10. The grant will not provide access to CSL Behring products or services.
11. CSL Behring will provide the successful organisation ("the Grantee") with a one-off grant of up to \$25,000 (excluding GST).

12. Grantees registered as GST taxpayers will be required to supply a tax invoice for the grant amount. Non registered organisations will receive GST exclusive amounts and will also be required to submit an invoice to CSL Behring.
13. The grant amount must be used and applied solely for the purpose of the project stated in the application, unless CSL Behring agrees to a variation in writing.
14. Expenditure of the funds so granted shall be completed by 1 June 2020.
15. The Grantee must complete an initial report on its activities in a form nominated by CSL Behring before 30 November 2019 and on completion.
16. Should the actual total project costs be more than the proposed project costs, CSL Behring will not be responsible nor obliged to pay any monies additional to the notified grant amount – this will be the responsibility of the successful organisation.
17. If, at any time, the stated purpose of the project is no longer possible and cannot be completed in the manner described in the online application and proposal submitted to CSL Behring, the Grantee must advise CSL Behring of the inability to complete the stated purpose and any remaining unspent amount of the grant shall be returned to CSL Behring within four weeks of this becoming apparent. However, CSL Behring may agree to a variation in writing which altering the purpose provided that the variation still meets the initial selection criteria.
18. The Grantee must keep and maintain adequate insurance (including public liability insurance) for the activities carried out by the Grantee in relation to this project, against any claims for loss or damage to property and injury or death to persons.
19. CSL Behring's financial assistance to the project must be acknowledged, regardless of the amount of funding. This is a condition of the Grantee's funding. Acknowledgement of CSL Behring's financial assistance must be approved by the nominated representative of CSL Behring prior to publication. CSL Behring may not be referred to for any purposes outside of the activity/project.
20. CSL Behring may request to use photos of its grant recipients in publications and websites as agreed between both parties.
21. CSL Behring may request that grant recipients take part in media activities such as photo opportunities for a local newspaper, national advertising, provide quotes for media releases.
22. CSL Behring representatives may visit the project site if applicable, before and throughout the funding period, at times as agreed between both parties.
23. The Grantee shall not do or say anything or cause anyone to do or say anything that may prejudice or cause damage to the name and reputation of CSL Behring.

These Terms and Conditions are to be read together with the Guidelines before online applications are submitted. Together, these form the terms of the agreement for the grant. The term of this agreement is one year ("Term").