

Community Grant Guidelines

Grant Range: \$2,500 to \$10,000

Deadline: April 30, 2025

At Port Arthur LNG, we empower organizations that lead impactful, community-driven initiatives to address local needs and create positive change. As part of this commitment, we offer the opportunity for organizations to apply for our community grant program to receive funding for small-scale, high-impact projects that contribute to a stronger, more sustainable community.

Grant Timelines and Deadlines

- **Deadline to submit applications:** April 30
- **Internal review:** Applications will undergo an internal review, to be completed by May 15.
- **Announcement and disbursement:** Grant recipients will be notified of their application status via email by an external affairs representative. Grant funds will be distributed by June 30.
- **Project completion:** Projects must be completed within the calendar year that funds are received.
- **Impact reporting:** Final reports and outcome metrics must be submitted within 30 days of project completion.

Application Process

- Organizations seeking grant funding are required to submit an online application. Preference will be given to applications that align closely with the focus areas and established grant criteria.
- An internal evaluation of each submission will be conducted based on eligibility, selection criteria, available funds, alignment with our company's core values, focus areas, community impact and other relevant factors.
- Additional information may be requested to ensure completeness and alignment with criteria.
- All funding decisions will be communicated via email.
- Funding approval is not guaranteed and feedback on unsuccessful applications may not be provided.

Port Arthur LNG retains sole discretion in all grant funding decisions.

How to Apply

- 1. Complete the online application via our internal grant management system:** [Submit application here.](#)
- 2. Upload required documentation (additional instructions available through online application):**
 1. Proof of tax status (e.g., W9, IRS 501(c)(3) Letter)
 2. General budget

Evaluation

Each community grant application will be evaluated based on the following criteria to ensure alignment with our community and funding priorities:

- **Community support and partnerships**
Projects should demonstrate a clear connection to the local community and explain how funding will directly benefit community members.
- **Time sensitivity and urgency**
Projects should address an immediate or basic need of the community, such as housing, education, healthcare or access to essential services that would otherwise go unmet.
- **Innovative solutions and measurable outcomes**
Preference will be given to projects that align with Port Arthur LNG's commitment to economic prosperity, increasing opportunity and climate action. Applicants should clearly outline measurable project outcomes and provide a method for tracking and reporting results.
- **Availability of funds**
Grant awards will be contingent on the availability of remaining funds within the grant cycle.

Post-Application Submission Process

- Grant applications undergo an initial review by external affairs. Additional information may be requested to ensure completeness and alignment with criteria.

Selected Community Grant Awardees

- **Award announcement:** Funding decisions will be communicated to applicants via email.
- **Compliance:** The applicant must agree to the reporting schedule outlined in the agreement before funds will be distributed.
- **Required documents:** Additional documentation will be requested after funding confirmation, including:
 - ACH Form
 - Supplier Information Form
 - CA 590
- **Funding utilization:** Organizations approved for funding will receive funds within four weeks of notification. Funds must be utilized within 60 days of receipt. Unused funds after this period will be considered null and void. Any unused money after the 60-day deadline will be returned or will no longer be available to the recipient.

Impact Reporting

Grant recipients must complete a post-grant impact report to provide evidence of the agreed use of grant funds as well as outcomes and data related to the investment. The impact report will be available after funding has been allocated.

- Completed impact reports must be submitted within 30 days of project completion or within a mutually agreed timeframe between the company and the recipient.
- Organizations are ineligible for further grant funding until previous projects are completed, and a completed impact report form is submitted.

For more information, contact externalaffairs@sempraglobal.com