

Partnership Guidelines

Grant Range: \$10,000.00+

Timeline: Open year-round

We are committed to being a good neighbor in the communities we serve. Our partnership program supports large-scale, high impact initiatives that foster collaboration and deliver scalable solutions with measurable benefits.

Key Details

- Organizations are encouraged to submit a letter of intent (LOI) for projects or initiatives that utilize innovative approaches to solving community challenges and have the potential for long-term, sustained impact. These solutions should address root causes and promote lasting change.
- Organizations may receive funding for one partnership program at a time. Multi-year partnerships will be considered and are encouraged for large-scale, transformational investments.
- Partnerships may consist of single-year or multi-year agreements. Agreements can be made at any time and must focus on projects with tangible results and measurable metrics.

Application Process

- Prospective partners are required to submit an LOI that includes background details about the organization and a detailed explanation that outlines the requested funds needed and how the funding will be used.
- 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 and other relevant factors.
- Additional information may be requested to ensure completeness and alignment with focus areas.
- Applicants may be asked to meet with an external affairs team member to discuss the project in greater detail.
- 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.

INCLUDE IN THE LOI:

- Organization's general information
- Legal name of the organization
- Contact information

Project Details

- Description of the project or initiative for which funding is requested and any available data to support the need for the project

- Total funding requested for the project or initiative
- Funding amount and source for any remaining balance (if applicable)

Project Timeline

- Proposed timetable for project implementation
- Deadline by which a funding decision is needed

Supporting Documentation

- Proof of tax status (e.g., W9)
- Itemized budget

Evaluation

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

- **Demonstrated community impact**
The project must show a well-documented community need and have the potential to create tangible, measurable benefits for local residents. Projects that align with our focus areas - economic prosperity, increasing opportunity and climate action will be prioritized.
- **Organizational capacity and sustainability**
The applicant must demonstrate the capacity to successfully implement the project and ensure its sustainability beyond the grant period. This includes having a clear timeline, defined milestones and a plan for ongoing support or maintenance.
- **Financial need and accountability**
The application must provide complete and transparent financial information, including a detailed project budget, sources of additional funding (if applicable) and a clear explanation of how funding will be used. We will evaluate the financial sustainability of the project and the overall financial stability of the organization.
- **Availability of funds**
Partnership funding will be contingent on the availability of remaining funds within the grant cycle. We reserve the right to prioritize applications based on funding capacity.

Selected Partnership Awardees

- **Award announcement:** Funding decisions will be communicated to applicants via email.
- **Compliance:** Applicants must agree to the reporting requirements outlined in the contract before funds are 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 issued via check must be deposited within 90 days of receipt. Terms may vary for multi-year projects. Failure to utilize the funds may impact eligibility for future funding.

Impact Reporting

Partnership awardees must complete a post-project impact report to demonstrate the agreed-upon use of funds. We reserve the right to request interim reports for multiyear partnerships.

- Recipients must include evidence of partnership promotion and acknowledgment, such as photos or social media posts.
- Organizations are ineligible for further funding until previous projects are completed, and a completed impact report form is submitted.

For more information, contact externalaffairs@sempraglobal.com

Port Arthur LNG reserves the right to monitor or audit funded projects as necessary.