

HORIZON

NUCLEAR POWER

Charitable Donations, Community Support & Sponsorship Policy: Guidance for Applications

Revision History

| Date | Rev No. | Summary of Changes | Ref Section | Purpose of Issue |
|--------------|---------|--------------------|-------------|-------------------------------|
| January 2016 | 2.0 | Second Issue | | Merged with guidance document |

1. Introduction

Horizon Nuclear Power is a UK energy company developing a new generation of nuclear power stations. A wholly owned subsidiary of Hitachi, Ltd., we plan to provide at least 5,400MW of new power station capacity to the UK.

With land secured at Wylfa on the Isle of Anglesey, North Wales, and Oldbury-on-Severn in South Gloucestershire, our overall programme is a multi-billion pound investment. Our projects will create in the region of 1,000 permanent jobs at each of our sites, boost the UK's low carbon power supplies and help develop local skills and new prospects for British suppliers.

A nuclear power station is a long term investment and we recognise that we have a responsibility to the communities in which we seek to operate. Horizon is committed to establishing and sustaining a positive relationship with local communities at all times and to support this aim, Horizon will provide funding to groups on an annual basis in line with the themes and guidance outlined in this document.

2. Guidance

This guidance details the criteria by which Horizon will undertake and consider requests for charitable donations, community funding and sponsorship.

2.1 Requirements

Applications for funding made to Horizon should:

- Fit with at least one of Horizon's charity and community themes and deliver two of the underpinning criteria.
- Be for projects which are sustainable and leave a lasting legacy in communities in which we operate.
- Have a good link with our core aim to help meet the UK's need for safe, secure and sustainable low carbon energy.

Horizon welcomes applications from registered charities, schools, places of learning and community organisations and groups. Eligible charities and organisations should reflect the ethos of Horizon's own Vision, Mission and Values.

2.2 What we are looking for in an application

We have established three key themes for our approach to charity and community support which link to our corporate vision and goals, these are underpinned by a number of criteria. The themes and criteria are:

2.2.1 Education & Skills

Schemes and initiatives which:

- Contribute to the advancement of education such as projects within the scope of the National Curriculum, particularly those involving science, technology, engineering, maths and environmental subjects.
- Enhance and reinforce the company's commitment to supporting local skills development and which are creative in their approach, particularly targeting young people and hard to reach groups.

Activities do not have to be delivered through a formal education provider.

2.2.2 Environment

Schemes and initiatives which:

- Reinforce Horizon's commitment to sustainable environmental management through the enhancement or promotion of:
 - Wildlife habitats.
 - Sustainable living.
 - Energy and resource efficiency.

2.2.3 Communities

Schemes and initiatives which:

- Enhance and reinforce Horizon's consideration of the culture, heritage, health and wellbeing of the communities in which we operate.
- Activities which promote Welsh language, culture and heritage.
- Activities that promote community cohesion and viability.

2.3 Geographical Area

We will accept funding requests from organisations that will support projects in the following geographical areas:

- The Isle of Anglesey, Gwynedd and Conwy.
- Within a 10 mile radius of our Oldbury site.
- Within a 10 mile radius of our Gloucester headquarters building.

Preference in all instances will be given to projects with a clear relationship (geographical and practical) to the work of Horizon. We will consider, by exception, applications that do not benefit the regions outlined above.

2.4 Donations, Funding and Sponsorship

Horizon will consider applications for donations, funding and sponsorship between £500 and £5,000. In exceptional circumstances, we will consider donations greater than this amount providing applicants can make a clear case for the additional support.

Applicants are entitled to submit more than one application. However, successful applications will be limited to one per calendar year. If we receive more applications than can be resourced, some applications which meet our criteria may have to be refused.

Horizon funding (unless otherwise stated) will be a one-off donation and we reserve the right to determine which applications receive funding.

2.5 Applications Not Supported

Horizon will not consider applications from the following:

- Organisations seeking funds to cover salaries (in full or part).
- Organisations seeking commercial gain.

- Activities relating to the promotion of religious interests. Non-faith activity carried out by faith based organisations will be considered on a case by case basis, provided the programmes are inclusive.
- Sponsorship to individuals.
- Promotion of political activities.
- Research projects.
- Repayment of debts or retrospective grants (for work that has already been undertaken).
- Overseas projects except in special circumstances.
- Organisations seeking funds to redistribute to other charities and not for profit organisations.
- Organisations seeking raffle prizes.
- County, district or town councils.
- Organisations seeking funds to cover running costs such as utility bills and building rates.

Please note that this is not an exhaustive list and that if Horizon feel that the donation or sponsorship is not appropriate, then we reserve the right to decline the request.

3. Applying for Funding

For funding to be considered, applicants must complete the *Charitable Donations, Community Support and Sponsorship Application Form*.

A copy of this form can be downloaded from the Horizon website or can be posted on request. Completed applications should be emailed to:

community@horizonnuclearpower.com

or posted to:

**Horizon Nuclear Power, Corporate Affairs,
Sunrise House, 1420 Charlton Court,
Gloucester Business Park, Gloucester, GL3 4AE.**

4. Decision Making Process

Decisions on funding will be taken by the Review Group on a monthly basis.

It is the role of the Review Group to ensure all applications for funding are evaluated fairly and consistently and in line with the guidance and key themes in this document.

4.1 Notification of Decision

Horizon will notify applicants within 10 days of receiving a completed application, to confirm receipt. The Review Group meets each month when decisions are made on where funds will be distributed. Applications will be considered at the next scheduled Review Group meeting. Normally applications

are not considered outside meetings except in exceptional circumstances. Decisions made by the Review Group will be formally recorded and communicated to applicants in writing. The Financial Director has final approval in the process. The decision made by Horizon is final and there is no right of appeal.

5. Payment and Funding

Funding will be administered by the Corporate Sustainability Manager and paid to the benefiting organisation. Successful applicants will be contacted for further details in relation to making payment. In certain circumstances payment may be made through instalments or on the basis of project deliverables being achieved. These will be agreed in conjunction with the applicant.

Details of successful applicants may be published through a range of media including:

- Community newsletters.
- Horizon website.

- Horizon intranet.
- Local media press releases.

All external communications should be mutually agreed and should support the objectives of Horizon and the recipient.

6. Supporting Information

- Charitable Donations, Community Support and Sponsorship Application Form.