



Business Innovation Grants

Naracoorte Lucindale Council invites you to apply for funding through our Business Innovation Grants program (formerly known as the Business Entrepreneurs/Innovation Fund) aimed at helping new and established businesses in our Council area to grow and thrive.

Funding is available for initiatives that support the development of small businesses through activities such as:

- Expansion
- Commercialisation
- Premise upgrades
- Research and development
- Innovation

The total pool of the grant program is \$20,000 in the 2021/2022 budget and Council will consider applications for one-off cash grants of up to \$10,000 per business. Grants will be awarded on a competitive basis and until funding is exhausted.

Background and Objectives

The Business Innovation Grants program has been established to assist with economic development opportunities and investment in the Naracoorte Lucindale Council area.

Grants are designed to provide support to new and existing businesses and to support growth of the local economy.

The objectives of the Business Innovation Grants are to help boost economic development by:

- Supporting one or more of the targets identified in Council's Strategic Plan 2016-2026
- Building a more resilient and innovative local economy
- Unlocking new business opportunities by encouraging innovative and creative business projects
- Supporting projects that demonstrate a tangible benefit to local businesses and the broader community
- Encouraging business diversity and strengthening the region's product or service offering
- Strengthening local business networks
- Contributing to the vibrancy of the district

Eligibility

To be eligible for a Business Innovation Grant, applications must satisfy the following:

1. Be located in the Naracoorte Lucindale Council area
2. Be an individual, business or incorporated business-related not-for-profit association
3. Have a valid Australian Business Number (ABN) or are in the process of applying for an ABN (in the case of an individual or new businesses)
4. Have in place or in process appropriate approvals, insurances, registrations, permits and licenses to carry out the business purpose or subject of the grant application
5. For building improvement projects, the applicant must be a property owner or have the owner's written consent to carry out the project. Where the applicant is a lessee, applications will be considered on a case-by-case basis.
6. Does not have overdue or outstanding amounts owing to Council

All projects or programs must be completed within twelve months of funding delivery. Employees of Naracoorte Lucindale Council and Government departments and agencies are ineligible to apply.

Proposals

Individuals, businesses or organisations are encouraged to submit any project ideas that meet the fund criteria:

1. **Collaborative promotions and marketing initiatives** – projects that increase the awareness of events, attractions, products and services available in the area
2. **Capacity and skills building** - activities that enable individuals or groups to acquire knowledge that will help improve business profitability and productivity
3. **Research and development** – developing projects and conducting research for commercial purposes;
4. **Planning** - development of strategic and business plans that support future growth
5. **Activating precincts** – projects that improve the shop front street appeal and improve aesthetic standards for retail or commercial areas, activate under-utilised property/retail spaces, including temporary, creative and varied use of tenancies or projects that enhance the attractiveness of businesses



Exclusions

1. Purchase of capital equipment that is not directly linked to a business innovation
2. Purchase of basic operational equipment, furniture or consumables that are not substantively linked to a business innovation
3. General operating costs such as wages, utilities, lease or loan payments
4. Projects that contravene Council policies and regulations
5. Routine maintenance
6. Costs associated with fulfilling statutory or legal obligations or mandatory industry training
7. Repairs as the result of vandalism, fire or other damage that would be covered by insurance
8. Retrospective funding – projects will not be funded that have been completed prior to approval

Budget

For the Business Innovation Grants, a budget for the project or program must be provided as part of the application. This budget should outline the scope of the project/works to be undertaken, with expenditure breakdown and quotes from suppliers as relevant.

Local Economy

Applicants should consider giving priority to the local economy for services, production and delivery of their project or program where relevant.

Assessment Criteria

Applicants must demonstrate (where applicable) how the project will help to achieve the fund's objectives as outlined above.

In addition, projects will be assessed using the following criteria:

1. Financial viability and/or value for money demonstrated by attaching one or more of the following to the application -
 - Business Plan
 - Budget
 - 12-month cash flow budget
2. Capacity of the applicant(s) to deliver the project
3. The extent to which the project demonstrates a sustainable approach to doing business
4. Preference will be given to applicants which have not previously received funds

Businesses or organisations do not need to provide a matching contribution to the fund. However, projects where private funds are committed will be viewed favourably.

Assessment Process

1. Applications are received by Council
2. A selection panel will be convened to assess the applications based on the fund criteria
3. Where the number and dollar value of applications exceeds the total funding pool the Panel may recommend reduced amounts or varied project conditions for some applications
4. The Panel may also recommend that no funds are distributed if it deems there are no worthy proposals from applicants
5. An assessment report is prepared by the Panel and recommendations are forwarded to Council for consideration and determination
6. Council may provide funding on a conditional basis. These conditions will be provided to the applicant to consider.
7. The decision of Council shall be final. No rights exist for appeal. Unsuccessful applicants may request feedback from the Panel.

A panel comprised of Council Staff, Elected Members and/or external /independent business people will assess and make recommendations on the applications.

All applicants will be notified in writing as to the outcome of their application.

Grant agreement and payment terms

1. Once approved the applicant will be sent an agreement outlining their responsibilities and payment terms.
2. The grant period is valid for the 2020-2021 Financial Year. Any unspent funds must be returned to Council if a project can no longer be completed or not all funds have been spent after 12 months.
3. To claim the funds applicants must submit an acquittal form and invoice to Council. Council will consider granting 50% of funds to successful applicants up front and then the remaining 50% of funds on completion of the approved project. Copies of tax invoices/tax receipts for relevant costs associated with the approved project should be attached.
4. The amount being claimed by the applicant shall not exceed the amount approved by Council.
5. Once a project is finished the applicant must provide evidence of completion (photos, short report or testimonial).
6. Applicants must acknowledge Council support when promoting the project and copies of Council's logo will be supplied.
7. Applicants must allow Council to publish details of the project including photographs. Exceptions will be made for information that is commercial in confidence.
8. An invitation should also be extended to the Mayor to attend and/or participate in any official event associated with this project.

Privacy Statement

Naracoorte Lucindale Council is collecting personal information from you for the purpose of assisting the outcome of your application. This information is required by Council and failure to provide the information may lead to rejection or delays of your application. At any time you have the right to assess, view or correct the personal information that you have provided. Please note that information supplied may be the subject of a request to access information under the Freedom of Information Act 1991.

Key Dates

Applications Open: Monday 29 March 2021

Applications Due: Monday 19 April 2021

Notification to Applicants: Following 25 May 2021 Council Meeting

Please note late applications will not be assessed.

Further Information -

All potential applicants are encouraged to contact Council before submitting an application.

Please contact –

- Jayne Miller, Manager Engagement & Community, 8760 1100, email jayne.miller@nlc.sa.gov.au
- Josie Collins, Community Engagement Officer, 8760 1100, email josie.collins@nlc.sa.gov.au

