

What grant categories are available for businesses, social enterprises, and non-profit organisations?

The Business Recovery Grant categories include:

1. Individual Business
 - Up to \$5,000 for investing in online development, e-commerce, upskilling, or business adaptation activities to build resilience during and after the COVID19 pandemic.
2. Collective Business
 - Up to \$10,000 for a collective of businesses to fund new or existing initiatives which directly support or promote the strength and vibrancy of Darebin's business community, economy and local jobs market.
3. Social Enterprise
 - Up to \$2,000 for Darebin based social enterprises looking to strengthen their businesses, whilst supporting Darebin's key priority community groups or projects.

What grant categories are available for residents as well as businesses operating in Darebin.

4. Placemaking activities
 - Up to \$2,000 for placemaking activities to be delivered in Darebin, either online or on the streets, to create connection and bring vibrancy and joy to public space.

Am I eligible for a grant?

To be eligible to apply for the Individual Business, Collective Business or Social Enterprise grant categories, applicants must meet the following criteria:

- Must currently operate a business in the City of Darebin;
- Must have an active ABN;
- Meets all requirements of the *Fair Work Act 2009*;
- Does not own or operate Electronic Gaming Machines (EGMs), or receive funding or in-kind support from EGM venues;
- Operates in accordance with any applicable code of conduct and ethical standards; and hold all appropriate permits and licenses
- Demonstrate how the grant will support the business in response to the impact of COVID-19.
- All Projects must be completed by 31 December 2020

What supporting documents are required?

The supporting documentation is required:

- Certificate of Public Liability or professional indemnity insurance or relevant business insurance
- Provide the front page of a recent bank statement (for verification purposes of your bank details only – no need to show balances).
- Quotes or costings for items or services you intend to use the investment for (receipts reimbursement from 1 March 2020 will also be acceptable.)

- Copy of Darebin Council rates notice, license, utility or mobile phone bill indicating operating premise (this could be your home), indicating your residential address is acceptable.

What will be funded?

Costs associated with:

- Digital strategy development, including IT and software
- Online and e-commerce platforms, including: website design and development (web pages, mobile apps, audio and visual media);
- mentoring and training in online
- e-commerce activities
- Digital marketing
- Online learning and webinars
- Staff participation online training courses, seminars, workshops where appropriate
- Recruitment and training
- Product development and refinement of processes
- Business innovation
- Placemaking activities*
- Projects that support more than 5 businesses

Costs associated with business loans and bond will **not** be considered.

What is placemaking?

Placemaking

- creates places where people feel healthy, happy and a strong sense of belonging in their communities and a commitment to making things better.
- is an opportunity for people of all ages, abilities and socio-economic backgrounds to strengthen their connection to the people and places they share nurtures shared experiences of hope and joy.
- is the creation of safe, vibrant public spaces, like local shopping strips and neighbourhoods.

We want your ideas on what activities you would like to do in your local neighbourhood.

When do applications open?

Applications open at **9am on Friday 15 May 2020.**

When do applications close?

Applications close **11pm on Sunday 31 May 2020.**

Where can I apply?

Online applications can be completed online, via SmartyGrants.

<https://darebin.smartygrants.com.au/>

I am a Sole Trader, am I eligible for the grant?

If you are a Sole Trader operating from a property in Darebin and have the supporting documentation which indicates this, you are eligible for the grant.

I am a creative business, am I eligible for the grant?

If you are a creative business operating from a property in Darebin and have the supporting documentation which indicates this, you are eligible for the grant.

I do not have a business or practise in Darebin but my operations service Darebin, am I eligible for the grant?

Unless you have a registered ABN in Darebin you are not eligible for this grant.

When will I find out the outcome?

Applications will be assessed, and applicants will be notified of the outcome of their application, within four weeks of the closing date.

When will I receive the grant?

Applications are assessed, and funding will be distributed as soon as is practicable within four weeks of the closing date.

How long will I have to use the grant?

It is expected the proposed activity will be completed within three months from the date of funding approval.

Who can I contact regarding my application?

If you have any questions, contact Customer Service on 8470 8888 (9am-5pm, Mon to Fri).and ask for:

- Business Recovery Grant Support
- recoverygrants@darebin.vic.gov.au
- If enquiring after you have lodged your application, please quote provide your submission number

How will applications be assessed?

Applications will be assessed by an Assessment Panel consisting of Council Officers. Recommendations will be reviewed by an independent industry advisor.

Can I submit more than one application?

Yes - one application can be submitted per business, per funding category.

For each category, you will need to enter in your information again – we apologise but this is unavoidable.

In the Individual businesses grant stream, businesses can apply for up to \$5,000.

What reporting and acquittal information will I need to provide?

You will be required to submit an acquittal report evidencing the invoices and receipts for the funding and demonstrate how the grant helped support the business or non-profit organisation in response to the impact of COVID-19.

What are the terms and conditions for successful applicants?

If you are successful in receiving a grant you will need to:

- sign a letter of agreement detailing the grant obligations
- submit an acquittal report within six months of receiving the funding, evidencing the invoices and receipts for the funding approved demonstrating how the grant helped support your business.