



# Business Assistance Grant GUIDELINES

The Business Assistance Grant provides financial assistance for local businesses to deliver projects and programs that support their growth and the Shire of Kellerberrin's economy.

## Acquittal

As part of the acquittal process grant recipients will be required to provide supporting documentation (receipts or invoices) and a brief evaluation report to the Shire of Kellerberrin, within 90 days of project completion. Failure to complete the acquittal will disqualify the applicant from future funding.

## Process

Organisations are encouraged to contact the Community Development Officer to discuss the eligibility of their application for the Business Assistance Grant.

Complete the Business Assistance Grant Application Form available on the Shire of Kellerberrin's website. Submit the Application Form to [shire@kellerberrin.wa.gov.au](mailto:shire@kellerberrin.wa.gov.au)

The application will be assessed by the Shire Administration and progress to the subsequent Ordinary Council Meeting.

Notification of outcome will be provided within one week following the Ordinary Council Meeting, and the applicant will receive a Funding Agreement and asked to provide an invoice for the approval funding amount.

Deliver the project outlined in grant application within 12 months of receiving the funding.

Complete the Acquittal Form within 90 days of the conclusion of the project.

## Funding Round

<b>Applications Open</b>	Ongoing
<b>Applications Close</b>	Ongoing
<b>Notification of Outcome</b>	Within one week following the subsequent Council Meeting

## Who can apply?

Small or medium sized businesses within the Shire of Kellerberrin. The applicant must have an ABN and Public Liability Insurance.

Ineligible organisations include:

- individuals;
- not-for-profit organisations;
- government agencies;
- or businesses with outstanding acquittals from other Shire-facilitated funding programs.

## What can I apply for?

Applications must be from an eligible organisation and may seek up to \$5,000 within a single financial year. The Business Assistance Grant will support up to 50% of total project costs. In-kind services and volunteer labour are eligible components for the applicant's contribution toward the total project costs.

Ineligible project costs include:

- salaries;
- consumables;
- disposable items;
- or retrospective funding

## **Priority Areas**

Funding is for local businesses to deliver projects and programs within the Shire of Kellerberrin that support their growth and the Shire of Kellerberrin's economy. Successful projects will have a clearly identified and evidenced need for the project and must align with one of the following priority areas:

### **Shopfront improvements**

To provide financial support to commercial property owners to undertake high-quality facade improvements to enhance the visual appearance and function of their building. This will increase street appeal and patronage, stimulate the economy, and improve uptake of commercial/industrial tenancies within appropriately zoned areas. IE projects may include facades, lighting, landscaping, and accessibility.

### **Crime Prevention**

To provide funding to support community safety enhancement projects or programs, such as CCTV installation. This creates a safer and more secure environment by prioritising prevention as the root causes of crime, support public law enforcement, and foster a strong, resilient community. Applications in the Crime Prevention priority area need to demonstrate footage will be available for Police.

### **Place Activation**

To provide funding to support businesses to lead deliver projects and programs in public spaces or areas that are public facing. The aim is to activate pockets of the Shire for the benefit of residents and visitors, increase walkability, increase participation in community life and the space to the unique history of the community. Example projects may include events, art or entertainment.

### **How are applications assessed?**

The proposed project or program aligns with at least one of the Shire's goals outlined in the Council Plan such as Shopfront Improvements, Crime Prevention or Place Activation.

The applicant can demonstrate the feasibility of the proposed project or program and their capacity to successfully deliver it.

The proposed project or program is a discrete piece of work and is not, in the opinion of the Shire, a standard operational expense.