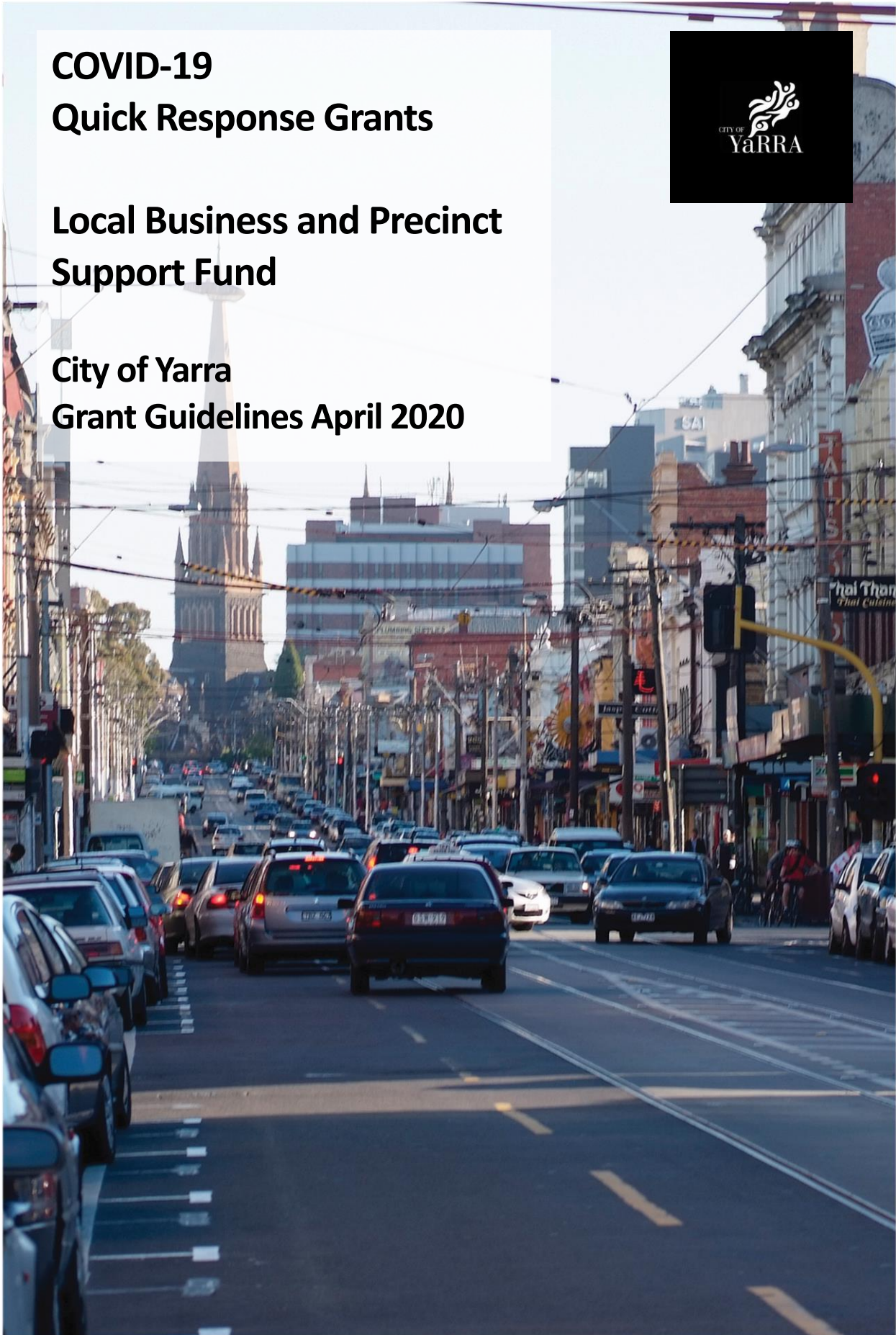


**COVID-19
Quick Response Grants**

**Local Business and Precinct
Support Fund**

**City of Yarra
Grant Guidelines April 2020**



City of Yarra Grant Guidelines

Local Business and Precinct Support Fund

Background

In response to the Covid-19 pandemic Yarra City Council has announced several new measures for businesses in order for them to adapt to the challenges that they are currently facing, as well as preparing them to take advantage of the new economic landscape as we head towards recovery.

These new measures include assistance with the transition to working remotely or from home, allowing a business to set up or expand on their ecommerce offering, to provide training and professional development in order to upskill, and for the creation of new or adapted business and marketing plans to reflect the new economy and allow for a quicker recovery.

These measures are intended to ease the pressures that small businesses are facing and looks to provide support where it's most needed.

The grant pool is a total of \$160,000.

There are four streams of grants available to sole traders and businesses with under 30 employees.

- Up to \$5000 for investing in online and e-commerce activities
- Up to \$5000 (matched dollar-for-dollar) for minor capital works to shopfronts
- Up to \$2000 for training and professional development
- Up to \$1000 to produce or amend business and marketing plans

Small businesses may apply for up to two of these grants to a maximum total of \$5000

Sole traders may apply for up to two of these grants to a maximum total of \$2000

Timelines

Applications are now open and will remain open until all the funding is expended. Applicants should expect to be notified of the outcome within four weeks of receipt of the application. If you are successful, you will be sent a funding agreement. Once you have returned this, along with any other required paperwork such as a bank statement, we aim to have the grant paid within two weeks of receipt of the necessary documents.

Projects must be completed by 31 December 2020.

Assessment Criteria

All applications will be assessed on the following criteria:

- Does the project have clearly defined aims?
- Does the project address the criteria?
- Does the applicant have the capacity to successfully complete the project?
- Is the budget for this project realistic, balanced and complete?

Eligibility Criteria

Any proposed activities will be required to be undertaken within COVID-19 protocols as identified by Federal and State Government directives.

Eligible Applicants

- Applicants must be based or be currently operating in the City of Yarra
- Applicants must have an active ABN.

- Applicants must not be employing more than 30 staff to be classed as a small to medium sized enterprise. Sole traders also qualify.
- Applicants must have acquitted any previous Council grants and have no outstanding debts to Yarra City Council.
- Applicants must be meeting all their responsibilities relating to Fair Work practices

Eligible Projects

- Projects must respond to adjusting to the new economy brought about by Covid-19 within the City of Yarra.

Applicants that are not eligible

- Businesses which employ 31 or more staff
- Previous grant recipients with overdue acquittals.

Projects that are not eligible

- A program that is considered the responsibility of State or Federal Government
- Activities that do not demonstrate a strong connection with the City of Yarra or deliver benefits to the Yarra community
- Ongoing staff salaries or administration costs not specific to the project
- Applications to fund projects retrospectively

How to Apply

Applications can be made online through Council's website, at <https://cityofyarra.smartygrants.com.au>

Acquittal

Each grant recipient is required to submit an acquittal form within two months of completion of the project.

The required acquittal form will be linked to your application in the My Submissions area of SmartyGrants. When you are ready to submit the acquittal form please log onto <https://cityofyarra.smartygrants.com.au> and submit it in the same way you submitted your grant application.