

SOUTH GIPPSLAND SHIRE COUNCIL

COVID-19 Home-based Business Grants Guidelines



Application guidelines and information



South Gippsland
Shire Council



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Summary

Council is committed to helping our region recover from COVID-19 by working alongside communities and by supporting and building the capacity of individuals, communities, businesses and organisations.

We understand that home-based businesses have been hard hit due to COVID-19 restrictions which have limited trade, reduced income and in some cases caused temporary closures.

To assist with the immediate hardship these businesses are facing, Council has created the COVID-19 Home-based Business Grants. These grants are aimed at small food businesses, home-based health and beauty services, and creative and training businesses.

Eligible businesses will receive a one-off payment of \$1000 (ex GST) to expend on essential business fees, services and/or materials. *We ask that South Gippsland Be Kind to Business!*

Funding could be used for fees, services and/or materials such as:

- financial advice/accounting/bookkeeping
- materials to help make your business COVID-safe
- marketing
- industry development

It is our expectation that funding should be spent in the local community.

Eligibility

To qualify you will need to meet the following criteria.

You must operate a home-based business and:

- Have an Australian Business Number (ABN).
- You must not be subject to any legal impediment, including bankruptcy or liquidation.
- Have paid your rates for 2019/20.
- Be registered in Victoria.
- Have been operating on 1 July 2019.
- Have an annual turnover of at least \$20,000 and no more than \$250,000.
- Provide proof of Hardship (minimum 30% downturn from the previous year).
- Submit only one application per ABN.
- Have not received a grant via Council's previous Business Support grant streams.

Key dates

Applications open 9.00am 2 November and close 5.00pm 20 November or until such time the funding allocation is exhausted.

Successful applicants are expected to use their funds within three months.



Ineligible

- Australian, state and local government agencies, bodies and enterprises.
- Not-for-profit associations.
- Incorporated or unincorporated associations.
- Businesses *with less* than \$20,000 turnover per annum.
- Businesses that were successful recipients through the COVID-19 Business Grant or Visitor Economy Grant Program.
- Businesses that do not comply with the South Gippsland Planning Scheme.
- Businesses not located in South Gippsland.
- You must declare any outstanding debt you have with South Gippsland Shire Council.

Assessment

Applications will be assessed:

- In the order the applications are received;
- Until 5.00pm on 20 November 2020 or such time as the budget of \$100,000 is exhausted;
- Will be undertaken by an internal panel of skilled and relevant officers.

South Gippsland Shire Council may request further information to assess your application.

Apply

www.southgippsland.vic.gov.au/covid/homebusinessgrants

Please note:

- Applications must be submitted by the Business Owner and not a third party (i.e. an accountant).
- Successful applicants will be requested to provide banking details, please ensure that these details are accurate.
- **The name and business name of successful applicants may be disclosed publicly for acquittal and promotional purposes.**

Questions?

Please contact Council's Business Development Officer Melinda McLennan on 5662 9271