



Cafe Zen Den, Eltham

## COVID-19 Quick Response Grants for Local Business

Nillumbik Shire Council recognises that the COVID-19 pandemic has affected local businesses in many ways. In response, we want to provide assistance for businesses to adapt and continue to operate during these challenging times.

### What are the COVID-19 Quick Response Grants?

Council is offering one-off funding opportunities of **up to \$2500** for businesses in Nillumbik to pivot and adapt their business to continue operation during this time. COVID-19 Quick Response Grants for Local Business provide support under the Stage 3 restrictions to adjust business operations and contribute to the health of the local economy and provide services and provisions to the community.

Applications can be made for **amounts up to \$2500** and will remain open until all funds are expended or until 19 August 2020, whichever occurs first.

*Note: All successful applicants will be required to abide by State Government guidelines on COVID-19 restrictions and requirements relevant at the time in which the project / initiative is delivered.*

### What can be funded?

Funding is available to assist with an initiative to deliver activities such as, but not exclusive to:

- Digital adaptation such as website, online shop, booking system etc.
- Online training
- Virtual events
- Relief & recovery efforts
- Delivery services
- Small equipment such as labelling machines, vacuum heat sealers etc.

All concepts will be considered, however we ask that you talk to us before applying!

## Eligibility criteria

To be eligible for consideration, the applicant must:

- Be based within the Local Government Area of Nillumbik Shire Council
- Be a business with an active ABN
- Have all appropriate insurances, licences and permits to undertake the activity or operate the equipment funded by this project.
- Demonstrate significant impact to your business due to COVID-19
- Deliver the initiative before 31 December 2020.

## Ineligibility criteria

Applications will not be considered for:

- Ongoing business operating costs such as wages or salaries
- Projects that have received full funding from another source
- School curriculum-based projects
- Fundraisers for the sole purpose of fundraising
- Retrospective funding or projects that are due to commence prior to the notification of the application outcome
- Competitions, prize money and awards
- Events with a political or religious purpose
- Projects and organisations that canvass or lobby
- Applicants with outstanding compliance issues with Council
- Applicants who are in debt to or have an outstanding commitments with Council.

## Assessment process

Applications will be reviewed by the Economic Development and Tourism Department as follows, please allow up to 10 working days for a response:

1. Eligibility check conducted
2. Assess how the initiative demonstrates to support and encourage the following criteria:
  - Response to COVID-19
  - Genuine need to business continuity
  - Positive outcomes for the local economy and broader community
3. Recommendation made to Economic Development and Tourism Lead to endorse and approve.

## Assessment process continued

4. Applicant is advised and provided formal approval
5. Payment processed
6. Project delivered
7. Acquittal submitted.

## How to apply

1. Read the guidelines thoroughly
2. Contact the Economic Development Team to discuss your application
3. Complete the online application form via SmartyGrants at:  
[nillumbik.smartygrants.com.au/Bus](http://nillumbik.smartygrants.com.au/Bus)
4. Respond to the criteria and supply the required documentation where applicable.

## Terms and conditions

- Nillumbik Shire Council is to be acknowledged in all promotional material (including flyers, advertisements, banners and social media)
- Nillumbik Shire Council does not take responsibility of any liability for any activities undertaken funded by the grant
- Council's logo must not be reproduced without prior approval
- Approval must be given prior to production of any marketing material
- Opportunity given to Nillumbik Shire Council for recognition of funding such as speaking and media opportunities and participation
- Relevant approvals may be required to deliver the initiative in accordance with COVID-19 restrictions at the time
- Upon receipt of application further clarification may be sought from the Economic Development team
- One application per business.

For further details contact our  
Economic Development Team on 9433 3128  
or [business@nillumbik.vic.gov.au](mailto:business@nillumbik.vic.gov.au)  
[nillumbik.vic.gov.au](http://nillumbik.vic.gov.au)