

Business Partnership Program

2024/25 Program Guidelines

Program Objectives

The Business Partnership Program will provide various streams of funding for local organisations to deliver workshops, information sessions, mentoring programs, events or forums that celebrate and create new opportunities for Shoalhaven Businesses.

Through this funding program, Council aims to:

- Leverage partnership opportunities and drive economic growth
- Support trade shows, events, conferences and promote opportunities for Shoalhaven businesses
- Communicate economic development issues
- Collaborate with industry and government
- Highlight and showcase entrepreneurialism and capacity building for local business
- Provide business support services
- Target and deliver business training and upskilling initiatives
- Support workforce attraction initiatives, mentoring programs, and enhancing local pathways from education to employment.

Eligible Applicants

To apply, you must meet the following criteria:

- Applicants must be from, or in partnership with, a not-for-profit organisation with either an Incorporation Certificate and/or an ABN. (example organisations include local Business Chambers, Associations or Industry Groups).
- All events, projects, programs need to be delivered across the Shoalhaven Local Government Area.
- All procurement shall aim to utilise local businesses and suppliers where possible.
- Partnerships and joint ventures will be considered favourably
- All events and programs must be inclusive and accessible
- Successful Applicants must be willing to enter into a funding agreement with Council
- Applicants must provide evidence of a current public liability insurance
- Eligible Applicants can only submit one application per **funding stream**.

Please note, you will be considered ineligible if the:

- The applicant is an individual, sole trader or commercial business – without demonstrating partnerships with a not-for-profit organization.
- Application is submitted without the required insurances.
- You are seeking funding for a project that has occurred prior to funding announcements.
- The application does not meet the initiatives of the relevant stream.
- The application is incomplete.

Funding Streams Available

The program provides for four streams of funding for the 2024/25 financial year.

1. Business Excellence – Awards

NA for the 2024/25 FY – Sponsorship of \$30k already given to the SBC

This stream will be added for 24/25

\$25k for future

2. Business Networking

\$15,000 total

- Business networking events
- Relevant to specific industries or geographic locations
- Promoting collaboration, information sharing and exploring local opportunities
- Inclusive and not restricted to membership base

3. Business Development and Training

\$20,000 total

- Programs/workshops/events for business development or upskilling
- Covering topics in high demand or topics with significance to the region
- Inclusive and not restricted to membership base

4. Workforce attraction and employment

\$10,000 total

- Initiatives/programs/events that promote industry sectors in our region
- Initiatives/programs/events that aim to attract and retain school leavers
- Programs with schools, TAFE, Universities such as career expos, work experience, career snapshots etc.

Eligible Expenses

A broad range of expenses are eligible under this program, including:

- Facilitators/keynote speakers/moderators
- Venue/equipment hire
- Catering
- Transportation for participants
- Resource development
- Marketing

Ineligible Expenses

Some expenses are unable to be funded via this program. If in doubt, please contact us. Ineligible expenses include:

- Expenses for the applicant such as staff time, travel, accommodation etc.
- Projects that are considered core business of the organisation.
- Prizes or gifts.
- Core operational costs such as rent, utilities, and loan repayments.
- Political lobbying.
- Projects/events/expenses that have already occurring prior to the funding being announced.

Funding Details

- Co-contribution of funding is not mandatory, but deemed favourable
- Applications can be for funds up to the maximum of each stream – please note, funds may be distributed across several applicants and Council may offer a reduced amount than the requested.
- 75% of funds will be released to the applicant upon execution of a funding agreement. The remaining 25% will be released upon completion of the project and receipt of reports and financial acquittal.

Assessment of Applications

Applications will be assessed on merit and alignment with the relevant stream. Applications that outline the following will be considered more favourably:

- Demonstrating partnerships with other organisations/entities
- Co contribution of funding or in-kind contributions
- Projects/Events that are low cost or free for attendees
- Projects/Events that have a broad coverage of industries and/or locations
- Projects/Events that are not restricted to membership base

Marketing

Marketing material will be required for each and every project that is hosted under the partnership and Council will be available to support marketing efforts to assist in the promotion of events, programs and initiatives.

Acquittal

The following will require to be submitted within 14 days of completion of the project:

- Financial acquittal of all income and expenses
- Report containing pictures, attendance, outcomes, and highlights of the project