

Business Group Support Grants 2025

Form Preview

Applicant details

* indicates a required field

Applicant Details

Applicant *

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Phone number *

Must be an Australian phone number.

Email *

Must be an email address.

Postal Address

<input type="text"/>
<input type="text"/>

Name of Organisation *

Organisation Name

Applicant ABN

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	

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Main business location

Must be an ABN.

Legal status of your organisation *

☐ Incorporated Association

☐ Auspiced

☐ Other:

Incorporation details

Incorporation number *

All incorporation numbers begin with an 'A'

Auspice details

Auspecting Organisation *

Organisation Name

Auspice Organisation Address

Address

Auspice Phone Number *

Must be an Australian phone number.

Contact Person *

Please provide a contact for the auspecting organisation

Email *

Must be an email address.

Please attach a letter from your auspice confirming this arrangement *

Attach a file:

If you are unable to attach this document, please post to:

Cardinia Shire Council

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Attention: Economic Development

Re: Business Group Support Grants (please quote your application number - SmartyGrants submission ID)

PO Box 7, Pakenham, Victoria, 3810

Guidelines

* indicates a required field

Please follow this link for a copy of the grant guidelines:

[Business Group Support Grant Guidelines](#)

Please select to confirm you have read and agree with the Business Group Support Grant guidelines *

☐ I confirm I have read and agree with the guidelines

Privacy information:

Personal information collected by Council is used for municipal purposes as specified in the Local Government Act 1989. The personal information will be held securely and used solely by Council for these purposes and/or directly related purposes. Council may disclose this information to other organisations if required or permitted by legislation. The applicant understands that the personal information provided is for the above purpose and that they may apply to Council for access to and/or amendment of the information. Requests for access and/or correction should be made to Council's Privacy Officer.

Application Scope

* indicates a required field

Which grant category are you applying for? *

- ☐ Category 1 - Strategic Projects Grant - Up to \$10,000.
- ☐ Category 2 - Small Projects Grant - Up to \$5,000.

Project Title *

E.g. 'volunteer recruitment project' or 'Pakenham project launch'

Project Scope *

Word count:

Must be no more than 300 words.

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Please provide a detailed description of the project you intend to deliver

Please attach any supporting documentation that provide evidence of the need for this project/initiative

Attach a file:

Project Objectives

The Program is designed to support incorporated business and trader associations to deliver initiatives that drive innovation, support businesses, and increase economic activity.

The key objectives of the program are to:

- Foster collaborative business environments and partnerships
- Support the growth and development of local businesses
- Enhance the visitor experience in our townships increase business engagement with the community
- Increase economic activity and spend within the local economy
- Introduce new initiatives that diversify the local economy

Why does this project or initiative need to be undertaken? *

Word count:

Must be no more than 300 words.

Describe the specific issue or need you want to address that meets the objectives listed.

What are the expected outcomes of the project? *

Word count:

Must be no more than 300 words.

Describe what you want the project to achieve in terms of benefits for participants and/or others.

How will you know if these outcomes have been achieved? *

Word count:

Must be no more than 300 words.

Describe the changes you will see if the expected outcomes of the project occur. How will you measure the outcomes?

Project Timeline

Word count:

Must be no more than 300 words.

Outline your expected timelines for the project milestones over the next 12 months.

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Council Plan 2021-25 Outcomes

Part of the assessment criteria for applications is alignment to the Council Plan 2021-25 - Priority 4 - Prosperous Economies.

A copy of Cardinia Shire Council Plan 21-25 can be found below: [Council Plan 2021-25](#)

Which outcome(s) of Cardinia Shire Council Plan 2021-25 does your project align with? *

- ☐ 4.1 Facilitate better planning for our agricultural land to support industry, innovation, local food economy and local job growth.
- ☐ 4.2 Plan for sustainable employment precincts to entice new industries to the region and support new business.
- ☐ 4.3 Improve local learning and employment pathway opportunities through strategic partnerships.
- ☐ 4.4 Drive local innovation in technology to better support and attract businesses and industries.
- ☐ 4.5 Strengthen and promote our shire's unique identity

At least 1 choice must be selected.

You can select multiple

Please describe how your project aligns with the outcome(s) you have selected above *

Word count:

Must be no more than 30 words.

Sustainability

Our intent is for these initiatives or their outcomes to become sustainable.

How do you intend to sustain either the project or the projects outcomes beyond the grant funding? *

Word count:

Must be no more than 200 words.

Partnership

Will your grant involve partnerships with any other organisations? *

- ☐ Yes
- ☐ No

Please list the details of your partnerships

Word count:

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Must be no more than 200 words.
Let us know who you are partnering and their contribution or support

Budget

* indicates a required field

Please outline all income sources and expenses related to your project including the amount you are requesting through this grant program.

Please note that you MUST include quotes or evidence of anticipated costs for the purchase of items/equipment, and/or services that will be delivered as part of this grant.

Grant applications that do not provide quotes will not be considered.

In-kind contributions are listed later in the application.

Budget

Please ensure your income and expenditure totals match to account for all project funding.
All costs should include GST in the total amounts where applicable.

Income	\$	Expenditure	\$	Please upload quotes or other evidence of expenses including quotes.
	\$		\$	
	\$		\$	
	\$		\$	
	\$		\$	
	\$		\$	
	\$		\$	
	\$		\$	
	\$		\$	

Budget Totals

I confirm I have attached sufficient documentation to support my anticipated expenses *

☐ Yes, where possible I have attached sufficient documentation

Total project cost *

\$

Must be a dollar amount.
What is the total budgeted cost (dollars) of your project?

Total amount requested from Council *

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\$

Must be a dollar amount.

What is the total financial support you are requesting in this application?

Total Income Amount

This number/amount is calculated.

Total Expenditure Amount

This number/amount is calculated.

In-kind Contributions

In-kind support or any non-monetary contributions that support the project. Examples of in-kind support include prize donations, equipment, or volunteer time or services.

Volunteer labour time can be calculated using The Centre for Volunteering Calculator link below. It is recommended to use the *all ages* category.

[Cost of Volunteering Calculator - The Centre for Volunteering](#)

E.g. Volunteer hours 10 x at \$46.96 \$469.60

Supporting documentation

Supporting documentation

Please upload any other supporting documentation that supports your grant application

Attach a file:

E.g. letters of support or partnership agreements

If you are unable to attach this documentation, please email to:

business@cardinia.vic.gov.au

Or post by Friday 28 February to:

Cardinia Shire Council

Attention: Economic Development

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Re: Business Group Support Grant Application (please quote your application number - SmartyGrants submission ID)

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