

2024/2025 SECTION 356 (ACCESS INCENTIVE) SMALL GRANT APPLICATION

Date:

PART A – GRANT AMOUNT REQUESTED

Grant funds sought (GST excl): \$..... Total Project Cost: \$..... (GST excl)

* Maximum grant available is \$2,000 (GST excl)

* Applicants are required to contribute a minimum of 25% of total project cost)

PART B – CONTACT/ELIGIBILITY DETAILS

Name of Business/Organisation:

Address:

Postal Address:

Key Contact Person:

Position:

Telephone: Mobile:

Email:

Business/Organisation email (if different from key contact email)

Business/Organisation Facebook Address:

ABN # (If applicable):

Registered for GST? Yes No

Is the applicant:

- A Business? Yes No
- Non for profit/Registered Charity? Yes No
- Incorporated under the Associations Incorporations Act 1984? Yes No
- Physically located in the Gunnedah Shire?. Yes No



PART C – BUSINESS/ORGANISATION DETAILS

Provide a brief overview of your business/organisation: (retail, manufacturing, hospitality, produce, community)

When did your business/organisation commence trading/operating?

Do you employ staff? Yes No

How many permanent staff? How many casual staff?

Do you have volunteers? Yes No If yes, how many?

PART D – PROJECT DETAILS

Provide a brief description of your project. I.e., What will the funding be used for? (No more than 200 words)

Are you requesting funds for: (Tick all that apply)

Equipment? Yes No

Marketing/promotional material? Yes No

Website redesign? Yes No

Structural modifications to your business/shop/office? Yes No

Signage? Yes No

Other? (If so what?)

Does the project require a development application? Yes No Not sure

How will the project enhance accessibility for your customers/clients?

Have you commenced the project? Yes No
 (* Funding is not retrospective and will not be granted for works already commenced or purchased prior the grant being awarded)

PART E – PROJECT BUDGET

(Please outline in the table below the total project cost, and income, including how you propose to spend the grant funds requested from Council)

| Expenditure | |
|---|--------------------------|
| Item (Please list each individual item, if applicable) – If Council is unable to fund the entire amount sought, an itemised list may assist with partial funding decisions. | Amount (GST Excl) |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| Sub Total | \$ |
| GST Amount | \$ |
| TOTAL EXPENDITURE | \$ |

| Income | |
|---|-------------------|
| Source | Amount (GST Excl) |
| Section 356 Grant funds requested from Council: | \$ |
| Applicants' co-contribution: | \$ |
| Other Funding Sources (please list): | \$ |
| | \$ |
| Sub Total | \$ |
| GST Amount | \$ |
| TOTAL INCOME | \$ |

Please note: Income and Expenditure tables should balance (be equal)

If successful it is expected that Council's contribution is acknowledged in your annual financial statement and publicity material

Given the round is highly competitive, funding for entire projects may not always be possible. If your application is successful, but only certain items are approved under the Grant, will your business/organisation still go ahead with the project? Yes No

If **No**, why not?

Please Attach:

1. Quotes or pricing estimates to validate project costs (Online Quotes are acceptable).
2. Design, drawings, or pictures to support your application (If applicable).
3. Any relevant approvals to support or enhance your application.

(Please note at least one quote is required for all applications)

Name:

Position:

Signature: Date:

Please return the completed form to: -

Post: Gunnedah Shire Council, PO Box 63, Gunnedah NSW 2380
 Email: council@gunnedah.nsw.gov.au
 Phone: 02 6740 2100

Updated April 2024