



Business Women Albury Wodonga Grant (2024)

ENTRY GUIDELINES

The Business Women Albury Wodonga Grant (2024) will provide funding to support female business owners to establish, grow or develop their local business.

The grant will provide an opportunity for eligible organisations to apply for one \$7500, one \$5000 and one \$2500 Grant. The grant program aims to provide local female business owners with support to assist in growth and development and engagement with the local business community.

The grant will open for applications on Monday 18th September 2023 and will close Monday 18th December 2023.

- The Business Women Albury Wodonga Committee will review all applications based on the eligibility criteria with an independent panel
- Six finalists will progress into a second round, which will be announced on our Grant Finalist Announcement night - 18th January 2024 (subject to confirmation)
- All applicants are invited to attend with our Finalists on pitch night - 2nd February 2024 (subject to confirmation). Finalists are expected to pitch to the BWA Community, BWA committee along with grant sponsors for deliberation. We will also engage the audience to have their say via QR code.
- Judges will then deliberate after the Pitch Event with the full application, pitch and feedback in consideration
- The winners will be announced at our International Women's Day event, Friday 8th March 2024, where all finalists are required to attend.
Winners will not be notified prior to the event.

A total fund of \$15,000 is available for the 2024 Business Women Albury Wodonga Grant round. The funds will be split into three grants, awarding one applicant \$7500, one \$5000 and one \$2500 Grants.



A limit of one application per business will be accepted.

This year's grants are funded by Business Women Albury Wodonga, and we are pleased to be welcoming back our founding partners Starfish Marketing and Dream Account and Business Advisory.

GRANT OBJECTIVE

Women in Business are key to the success of the local economy, representing up to 35% of small business owners. Business Women Albury Wodonga believe in the power of legacy and community.

It is our goal to pass on our knowledge and experience to uplift the future of women in business in our local community.

This grant will enable the following objectives to be achieved:

Support women in business to thrive and grow with confidence

Provide a business community of like-minded experts for networking and collaboration

Boost the local economy through skill development and local commerce

The Business Women Albury Wodonga Grant - an empowering opportunity tailored specifically for ambitious business women and women-lead organisations! Presented by Business Women Albury Wodonga, this prestigious grant aims to uplift and propel female owned businesses towards greater success and impact.

The Business Women Albury Wodonga Grant provides a transformative boost to women who are driving innovation, leading business, and shaping industry. It recognizes the unique challenges faced by women in the business world and seeks to level the playing field by providing crucial resources and funding.

Whether they are a visionary startup founder, a seasoned business owner, or an aspiring leader with a groundbreaking idea - the grant is your catalyst for growth. It offers unparalleled support, mentorship, and financial backing to fuel their entrepreneurial journey.

What distinguishes the Business Women Albury Wodonga Grant is its laser like focus to support



female led businesses in their journey be seen and heard, by doing so we seek to achieve gender equality in business ownership in our region. We know by harnessing the untapped potential of talented women, this grant will aid us all in shattering barriers and unlocking the full spectrum of possibilities.

Consider these possibilities: scaling your business, expanding your network, and becoming an influential role model for future generations of women entrepreneurs. Business Women Albury Wodonga Grant is dedicated to championing their success and providing a platform for their business to thrive.

Apply for the Business Women Albury Wodonga Grant and unleash your entrepreneurial spirit.

Together, we can pave the way for a future where women-run businesses flourish and change the business landscape.



1 / ELIGIBILITY AND PROGRAM REQUIREMENTS

Who can apply? Eligibility Criteria:

To be eligible for this grant, you/your business must have/be:

- An active Australian Business Number (ABN) and be registered in New South Wales or Victoria within the Albury / Wodonga LGA area.
- Headquarters/business outlets based in the Albury/Wodonga Local Government Area (LGA) and be able to provide rates notice/utility bill/proof of location)
- Australian Resident/Citizen.
- Must be a woman in business with a minimum of 50% ownership of the business.
- Applicant must be 18 years or over (proof of ID) at time of application
- Not be insolvent or have owners/directors that are listed as undischarged bankrupt
- Successful candidates must be a financial member of Albury Business Connect or Business Wodonga before grant funds are transferred

Who can not apply?

- BWAW Committee Members
- Franchisees
- Not for profit organisations

Application requirements:

- One application per business or business owner/partner.
- Projects that are funded must commence after the grant is received (see Section 2 for more details on types of projects).

Funding needs to be expended and outcome delivered for acquittal by 31st August 2024. **Ineligible applications:**

Business Women Albury Wodonga (BWAW) may, in its absolute discretion, make determinations in respect of the eligibility of any applicant including any question of conflict of interest. All such determinations will be final, and no discussion or correspondence will be entered into.



2/ WHAT CAN BE FUNDED

The grant will support women to establish/ build their personal capability as a business owner, enable their business to grow and build a sustainable small business economy. Grants will support procurement of professional services, training and education and operationally critical business equipment.

Examples of what we encourage to be funded:

- Procurement of professional services for:
 - Development of business strategy
 - Marketing and brand services
 - Ecommerce services
 - Financial services
 - Compliance and industry regulations relevant to business.

- Training and Education:
 - Certification by a RTO / TAFE
 - Professional development on leadership/business strategy
 - Financial literacy
 - Digital marketing
 - Expert training relevant to your business
 - Cost of running or attending a convention, expo or business learning event specifically relevant to your business/industry and expanding your business or service offering

- Business equipment:
 - Equipment that demonstrates tangible growth for your business, tool or -
 - Product that is key in delivering your business outcomes. e.g. Sewing machine for a fashion business, labeling machine for packaging, camera for photographer, etc.

The following will **NOT** be funded:

- Activities purchased using cryptocurrencies, barter, or services in-kind
- General business operating costs (e.g. bookkeeping/accounting, tax returns, software subscriptions)



- Payments for services or fees from related parties (including companies with common shareholdings, directors, employees or immediate family)
- Travel
- The payment of GST, registration for GST
- Maintenance of existing digital technologies
- Products and/or services purchased via direct selling (e.g. by party plan or network marketing)
- Fees including delivery fees, credit card fees, transaction fees, membership fees and joining fees
- General office expenses (e.g. printers, phones, computers)
- Salaries of the applicant or their employees
- The cost of website hosting.

In keeping with Business Women Albury Wodonga's push on community, we encourage recipients to utilise services and products of the BWA (Albury Business Connect and Business Wodonga) network.

This is not an exhaustive list, should applicants have any enquiries please contact **Business Women Albury Wodonga** - info@businesswomen.com.au

GST

GST is not applicable to any grant given; it is the responsibility of the recipient to put forth winnings to their tax advisors for individual circumstances.

For advice on GST and tax implications, applicants should contact their tax advisor, or the Australian Taxation Office on 13 24 78 or visit www.ato.gov.au

3/ ASSESSMENT CRITERIA AND PROCESS

Eligible applications will be assessed against demonstrated evidence of how the grant will support your business to grow revenue, increase profitability, create jobs, and comply with environmental sustainability practices.

The application form will outline key questions to provide this evidence.



Applications will be assessed as follows:

- Demonstrated evidence of how your business will grow revenue, increase profitability, create jobs, and comply with environmental sustainability practices.
- The grant recipients will be chosen on a determination of merit. Entries will be reviewed in accordance with the responses to the questions on the nomination form.
- The panel will be required to sign a confidentiality agreement
- The panel may, in its sole discretion, request further information from entrants at any time as part of the judging process.

The panel's decision is final, and no discussion or correspondence will be entered into.

Application process:

To apply for the Grant, entrants must:

- Fully and correctly complete an official application form (in accordance with the instructions on the relevant application form), and submit the application form online. Application forms are available on the **Business Women Albury Wodonga Website** www.businesswomenaw.com.au Applications will be submitted via email and to include your application and relevant supporting documents if any, including Business Plan and/or Video Submission.
- Entries for the Grants will open on Monday 18th September 2023 and close at 5:00pm AEST on Monday 18th December 2023
- Business Women Albury Wodonga may in its sole discretion determine whether an entry has been received within the time period noted above.
- Applicants may only enter their business once.
- The submitted application will be kept confidential and the contents will not be disclosed to any person outside the application and assessment process.
- Successful applicants will be announced at our International Women's Day event 8th March 2024 event with the grant funds being deposited within the following month.
- General feedback on how to improve future submissions may be provided upon request to unsuccessful applicants.
- Agree to photos / videos being used for marketing purposes. Must provide testimonials & reviews on the grant process, application & funding.

Acquittal



A completed acquittal report is due by 31st August 2024. The acquittal report and presentation at a Business Women Albury Wodonga Event will need to explain the outcomes of the project and how the funds were spent. It demonstrates that funding has been used for the purpose for which it was provided, including a report of financial transactions and whether the project achieved its intended objectives.

Successful applicants will receive an acquittal form in April 2024 for submission by 31st August 2024.

4/ ENQUIRIES

Please contact the Business Women Albury Wodonga via info@businesswomenaw.com.au for all queries, including technical queries.

5/ GLOSSARY

This Glossary contains a number of terms and phrases applicants may need to be familiar with when planning an application.

The **acquittal report** is a report that accurately reports on the funded activities and the expenditure of funding. The acquittal report includes details on how the funding was spent, the activities undertaken, and the outcomes of the funded activities. Business Women Albury Wodonga will provide a template for the business to complete.

Eligible means that the applicant or project satisfies the conditions for funding.

GST stands for goods and services tax payable pursuant to the GST Laws. If an applicant is GST registered, 10% GST will be added to the funding as an itemised GST gross-up. If an applicant is not GST registered, the 10% GST will be added to the funding, but not itemised as GST.



GST Laws mean the GST law (as defined by *A New Tax System (Goods and Services Tax) Act 1999 (Cth)*) together with all other laws and regulations which impose or regulate the implementation and operation of the GST.

Notification date means the date of notification of the application outcome.