



Developing the long term
sustainability of our region

Grants

Step 2: Assessing the grant

Are you eligible?

Each grant will have various eligibility criteria. To save time, you should know the answers to the following questions:

1. What is the structure of your organisation?
2. Does your organisation pay income tax? Or are you exempt?
3. Has your organisation been established in Australia? For example, if you are a company, are you incorporated in Australia under the Corporations Act 2001?
4. What year was your organisation established?
5. Are you part of a group of companies? If yes, what is the level of ownership and where are the other companies located?
6. In financial terms, are you in profit or loss?
7. What was your income in the last financial year?
8. Do you wish to recoup costs already spent, or are you seeking finance for a project not yet commenced?
9. Is there intellectual property associated with your product and/ or service? If so, what form does it take?
10. Where will your activities be undertaken?
11. Are your activities underpinned by innovation or technical challenges?
12. Are you able to contribute to the project, either through cash contributions or the donation of time, materials or effort?
13. Are you currently receiving any grants or funding?
14. Do you have financial statements from previous years and a current business plan?

Think outside the square. Consider all the impacts that your project will have and look for grants that address them.

For example, developing the main street may have cultural, social and environmental impacts also, not just infrastructural.

Make sure that your project meets the purpose and objective of the grant

Most grants have been set up to fill a specific gap or achieve a certain outcome. Read all the documents carefully to make sure that you understand what the grant makers are trying to achieve. Check this against the purpose of your project and make sure that they align.

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Make sure the grant will allow you to fund what you require. For example, some grants will not allow you to purchase capital items. Will this affect the success of your project?

Conduct a Cost vs. Benefit analysis

Preparing a submission for a grant is time consuming and can drain your resources. In addition, grants usually have strict reporting criteria that your organisation is required to adhere to. It is important to make sure that the grant will prove worthwhile.

Questions to ask include:

- Do I have the time and resources to invest in preparing a grant application?
- If I receive the grant, will meeting the reporting requirements take valuable resources away from meeting my core mission and goals?
- Does the outcome of the grant align with our short term or long term strategy?
- What impacts will the program have on the region?
- Do we have the knowledge, capacity and expertise to carry out the project successfully?
- Does the organisation have the processes to meet the requirements of the grant? For example, legal and governance structures, management and supervision requirements, accounting, auditing, record-keeping, performance measures, insurance, registrations, taxation, Australian Business Number and goods and services tax.
- What risks or issues might we experience that may compromise our ability to fulfil the requirements of the grant?



Don't be put off - grants are a great way of implementing projects that otherwise might not have been possible.

Make sure that any grants you are applying for, or have already received, do not restrict you from receiving other funding. Some grants do not allow 'double dipping'.