



**GROWING BUSINESS.
GROWING PEOPLE.**



Is your Business in Need of a Quick boost?

**BUSINESS BASICS GRANT PROGRAM
Grant Opportunity to open 31 May 2021**

The Business Basics Grant (BBG) Program is a State Government initiative aimed at supporting Queensland small business increase their core skills and adopt best practice to boost turnover, employment and improve small business survivability.

What is available?

A BBG Grant will support eligible small businesses by upfront fixed grant funding of \$5,000 (excluding GST). Note there is no co-contribution required for this grant opportunity.

Who is eligible for the Business Basics Grant?

To be eligible the business must:

- Have Queensland headquarters with a turnover of less than \$300,000 in the current financial year;
- Employ no more than 20 staff at the time of application; and
- Have a valid Australian Business Number and active GST registration.

What projects will the funding cover?

Funds will only be approved for use on the following activities and must be completed within 4 months of grant approval:

Training & coaching- business development, marketing, human resources, or business planning

Website build/upgrades – website build or upgrade, adding e-commerce, developing new content

Professional business advice – business plans

Strategic marketing Services – strategic marketing plans including search engine optimization advice

Business continuity & succession – business continuity or succession plans, cybersafety tools & training



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The BBG program will not fund the following activities:

- General business operating costs
- Real estate/property expenses
- Bookkeeping/ accounting/ tax returns
- Travel
- Purchase of stock
- Maintenance of existing digital technologies
- Computer hardware
- Membership, subscription, bank fees
- Wages & salaries
- Any advertising costs for campaign delivery i.e. payments to Facebook and Google Ads

What is the application process?

There is a competitive application program. Requirements for applying include

- Applicants must provide a description of their intended activity and show how the activity will positively impact growth, enhance the business' core skills, be likely to create jobs and demonstrate value for money
- Supporting documents need to be provided including:
 - Certified Statutory declaration to state the business meets the grant eligibility and turnover requirements
 - No more than two supplier quotes detailing scope and costs of services to be delivered with detail on who will undertake the funded activities and what these will include

When do applications open?

Applications may be submitted from the **31 May 2021** until funding is exhausted.

Be Quick as we don't expect this one to last!

For further information on the Business Basics Grant or other potential grant funding programs, please contact Dianne Brown at SRJ Walker Wayland on 0404 016 808 or dianne.brown@srjww.com.au.