



2022 Whitehorse Outdoor Trading Equipment Fund Guidelines

Applications will be received up until 3 June 2022

OBJECTIVES:

The Whitehorse Outdoor Trading Equipment Fund has been developed to assist businesses to:

- Provide support for hospitality businesses by subsidising safe and attractive dining options to help attract people back to our activity centres and places of business.
- Assist businesses identified through the current Business Concierge engagement program and Whitehorse Business Grant program to expand businesses into Outdoor Trading
- Assist businesses with an existing Footpath Trading permit to further extend on their outdoor trading through upgrading equipment such as table and chairs, market umbrellas etc in line with their Footpath Trading Permit.

The Whitehorse Outdoor Trading Equipment Fund Program has up to \$120,000 available and applicants can apply for up to \$10,000 excluding GST.

Applicants will need to meet the criteria and demonstrate in their application how the funding will benefit the business, other immediate local businesses and the precinct generally.

Applications will be assessed and scored as they are received against a matrix that will determine successful applicants and the funding amount allocated.

Once the total grant funding has been allocated no further applications will be accepted.

Not all applications will necessarily be funded. In some cases, applicants may also be offered partial funding.



CRITERIA

- Has an active Australian Business Number (ABN)
- Public Liability Insurance Certificate of Currency of \$10M or more
- Provide a map of the area (drawing) of their intentions noting the number of tables and chairs, umbrellas, pot plants, barriers etc.
- Have a current Footpath Trading Permit
- If business wishes to extend past their property boundary, written consent from the impacted business and a Footpath Trading permit to include the extended area, will be required. NOTE: Access to parking bays will not be permitted.
- Provide quotes including all associated costs. Further information may be requested by council officers.
- Demonstrate how the funding will benefit the business, other immediate local businesses and the precinct as a whole.
- Has successfully acquitted any grant received through the Whitehorse City Council Business Recovery Grants.
- Is a sole trader or a small to medium sized business employing fewer than 20 full time employees [or equivalent part time] at the time of application or have a maximum turnover of \$10 million per annum.
- Business is located within the City of Whitehorse and has been trading in the City of Whitehorse for 6 months or more as at 1 January 2022.
- Has all appropriate insurances, licences and permits for the current business operation including liquor licence for outdoor trading, if applicable.
- At the end of the program all successful grant applicants will be required to complete an acquittal or discharge form, including providing evidence of expenditure such as receipts. If no proof is provided or there is evidence that the grant has not been spent for the purpose it was awarded, Council may request the return of the grant monies.

Applications for equipment already purchased will not be accepted.

Exclusions:

- Businesses not located in retail precincts and shopping strips
- Businesses located in shopping centres i.e. Blackburn Square, Forest Hill Chase, Box Hill Central, Burwood one, Burwood Brickworks, Brandsmart



GENERAL TERMS AND CONDITIONS

Successful Applicants will be required to:

- Sign a Funding Agreement detailing the grant obligations;
- Submit an online Acquittal report with receipt/s included in relation to the equipment

EQUIPMENT IS TO BE PURCHASED WITHIN 6 WEEKS OF RECEIVING FUNDING

Any variations to the grant's original application must be approved by Council. The Grants Officer will consider each request and the applicant will be notified of the decision. Approval must be received before changes can proceed.

Whitehorse City Council reserves the right to decline any application that is ineligible or does not meet the eligibility criteria. The decision of the Assessment Panel is final and no further correspondence will be entered into.

Canvassing or lobbying of Councillors or employees of Whitehorse City Council in relation to any grant application is prohibited during the application process. Failure to comply will make the application ineligible.

ASSESSMENT

Considerations:

- How will this proposal benefit this business, other immediate local businesses and the precinct generally?
- Is the business applying COVIDsafe practices?
- Is the Business contributing financially?
- Business does not have any current enforcements with building and planning, community Laws
- Business does not have a low star Health rating or Health related compliance issue(s)
- Business has a current Footpath Trading Permit
- Business has a current certificate of currency for Public Liability Insurance \$10M minimum.
- Business has provided a quote listing suppliers details (abn, name, address)
- Current liquor licence in place for outdoor (where relevant)

Assessment Process:

- Application will be assessed by the Investment & Economic Development officers who will make recommendations to the Manager, Engineering & Investment Development.

ENQUIRIES

Investment & Economic Development

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