

2026-27 Local Business Grant - Application Form

Form Preview

Introduction

Local Business

The **Local Business Grant** supports the growth of small businesses that bring economic opportunities, diversity and innovation to the City of Onkaparinga.

This can include initiatives like new technologies, environmental solutions, increasing employment and productivity opportunities, addressing market gaps, strengthening local supply chains, growing new audiences, and tourism development.

Funding will facilitate the Onkaparinga community to respond to local needs with confidence and creativity in line with the [Community Vision 2034's](#) aspirations.

We're here to help

If you need support or have questions, please contact the Economic Growth & Tourism Team on **08 8384 0666** or **business@onkaparinga.sa.gov.au**.

For technical help with the SmartyGrants online form, please read the applicant [Help Guide for Applicants](#).

If you do contact us throughout the application process, please quote the application number below.

Application Number

This field is read only.

The identification number or code for this submission.

Checklist to prepare your application

1. Read the guidelines in full and check you're eligible.
2. Speak to a relevant council officer.
3. Arrange documents such as business plan and insurance.
4. Prepare a budget and ensure it's balanced and detailed.
5. Obtain any necessary consent from landholders.
6. Obtain any development or permit approval from council.

Eligibility

* indicates a required field

Program

This field is read only.

2026-27 Local Business Grant - Application Form

Form Preview

Confirmation of Eligibility

This section of the application is designed to help you - and us - understand if you are eligible for this grant.

To be eligible the following must apply:

- - have read the grant guidelines in full
 - are a for profit, registered business (must have an ABN and a current business plan)
 - generate income at least equal to the minimum weekly wage of \$49,296 per annum
 - are a small business with less than 20 employees
 - maintain a valid lease or freehold, and have landowner consent (where relevant).
 - have been in business for more than 12 months
 - have current public liability insurance (minimum of \$20 million) that covers the program/activity being undertaken. Applicants without public liability insurance will need to obtain a minimum \$20 million of cover prior to the release of grant funds.

You must confirm that all statements above are true and correct. *

Yes

Applicants need to speak to a relevant council officer before applying. There is a list of [key council contacts](#) on the website to help connect you with the best person to speak to about your project.

Which council officer did you speak to about your project idea? *

Contact details

* indicates a required field

Privacy Notice

We pledge to respect and uphold your rights to privacy protection under the [Australian Privacy Principles](#) (APPs) as established under the *Privacy Act 1988* and amended by the *Privacy Amendment (Enhancing Privacy Protection) Act 2012*. You can view our [privacy statement here](#).

Applicant Details

Business name *

Organisation Name

Make sure you provide the same name that is listed in official documentation. Grant funds will only be paid into a bank account in this name.

2026-27 Local Business Grant - Application Form

Form Preview

Primary contact *

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

This is the person we will primarily correspond with about this grant project.

Position title in business

Applicant primary address *

Address

Applicant primary phone number *

Must be an Australian phone number.

Applicant primary email *

Must be an email address.

Applicant website

Only if applicable. Must be a URL.

Applicant ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

2026-27 Local Business Grant - Application Form

Form Preview

Getting to know you

* indicates a required field

Organisation details

Tell us a little about your business and what you specialise in. *

Word count:

Must be no more than 150 words.

Please include how long you have been in operation and what you specialise in.

Have you received grant funding, fee waiver or in-kind support from the City of Onkaparinga within the last three years? *

Yes

No

Your project

* indicates a required field

Project overview

Project name *

Word count:

Must be no more than 25 words.

Provide a name for your project/initiative. Your title should be short but descriptive

Anticipated project start date *

Anticipated project end date *

What is the primary location/s of your initiative? *

The whole City of Onkaparinga

Happy Valley

Old Noarlunga

Aberfoyle Park

Huntfield Heights

Old Reynella

Aldinga, Aldinga Beach

Ironbank

Onkaparinga Hills

Blewitt Springs

Kangarilla

Port Noarlunga, Port Noarlunga South

Chandlers Hill

Kuitpo

Port Willunga

Cherry Garden

Lonsdale

Reynella, Reynella East

2026-27 Local Business Grant - Application Form

Form Preview

- | | | |
|---|--|--|
| <input type="checkbox"/> Christies Downs, Christies Beach | <input type="checkbox"/> Maslin Beach | <input type="checkbox"/> Seaford, Seaford Heights, Seaford Meadows, Seaford Rise |
| <input type="checkbox"/> Clarendon | <input type="checkbox"/> McLaren Flat, McLaren Vale | <input type="checkbox"/> Sellicks Beach, Sellicks Hill |
| <input type="checkbox"/> Coromandel Ease, Coromandel Valley | <input type="checkbox"/> Moana | <input type="checkbox"/> Tatachilla |
| <input type="checkbox"/> Darlington | <input type="checkbox"/> Morphett Vale | <input type="checkbox"/> The Range |
| <input type="checkbox"/> Dorset Vale | <input type="checkbox"/> Noarlunga Centre, Noarlunga Downs | <input type="checkbox"/> Whites Valley, Willunga, Willunga South |
| <input type="checkbox"/> Flagstaff Hill | <input type="checkbox"/> O'Halloran Hill | <input type="checkbox"/> Woodcroft |
| <input type="checkbox"/> Hackham, Hackham West | <input type="checkbox"/> O'Sullivan Beach | |

Strategic Alignment and Project Outcomes - 50%

* indicates a required field

Project Detail

The following information will be assessed as part of your application. To help frame your thinking when answering the following questions, you may wish to visit the [SmartyGrants Answer Bank](#).

Please provide a short summary of the initiative that you're seeking funding for. *

Word count:

Must be no more than 150 words.

Briefly explain what your project is about. Council may use this description for when public announcements are made.

Why is this project important and what growth opportunities will this unlock for your business? *

Word count:

Must be no more than 250 words.

What's the rationale for this project and what will be the impact if your project doesn't go ahead. We encourage you to include any evidence to support this.

How will this project support or benefit other businesses in the region? *

Word count:

Must be no more than 250 words.

For example, you may engage other local businesses to undertake components of the project.

Support material is an important part of an application and assists the assessment panel in understanding your planned project.

2026-27 Local Business Grant - Application Form

Form Preview

Types of materials we encourage you to include in this section:

- Concept plans, designs
- Photos
- Evidence for need
- Peer or industry letter of support e.g. third-party testimonial in support of a person, cause or idea

Description of support material	Upload supporting material
For example, architectural drawing	

Project Outcomes

Outcomes are the positive change you expect to see as a result from your initiative. Generally, they are framed as an increase or decrease in one or more of the following:

- Skills, knowledge, confidence, aspiration, motivation
- Actions, behaviour, change in policy, diversification
- Social, financial, environmental, physical conditions.

Examples of an outcome include:

- Increase in uptake of product in interstate/overseas markets.
- Increase in employment opportunities through the creation of new jobs, expansion of workforce capacity, upskilling of existing staff.
- Increase in viticulture byproducts through engagement in circular economy opportunities.

Your intended outcomes	Alignment with Community Vision 2034 goals
What positive change do you expect will occur as a result of your project? One response per row.	Which of our goals will your project contribute to? If multiple apply pick the most relevant. No more than 1 choice may be selected.

Project Viability - 40%

* indicates a required field

Project Milestones

What relevant experience and capability do you have to successfully plan, implement, and manage this project? *

2026-27 Local Business Grant - Application Form

Form Preview

Tell us about the different stages you expect to pass through as part of your project. Up to five (5) project milestones can be described, so only outline the ones most closely aligned with your project.

Examples of milestones include:

- Obtaining engineers report.
- Installation of solar/battery.
- Website launch.

Milestone	Start date	End date	Explanatory notes
One per row.	Leave blank if date is unknown or not relevant. Must be a date.	Leave blank if date is unknown or not relevant. Must be a date.	Add notes if you need to provide more context.

Demonstrating viability

We're interested in understanding your business beyond the project. What measures are you taking to ensure its long-term success and sustainability? *

Word count:

Must be no more than 150 words.

Briefly describe the steps you're taking to build a stable, resilient business beyond this project.

Measuring success

The way you evaluate and record the success of your project may be simple or complex, depending on the activity. Success may be measured by increased sales, reduction in energy usage or the launch of a product. Alternatively, it may be an observed shift in behaviour or feedback from customers and industry partners.

How will you know if the project has been successful? How will you measure this success?

For example, build community capacity and skills and knowledge, participation numbers, decrease in landfill etc.

Project budget

2026-27 Local Business Grant - Application Form

Form Preview

* indicates a required field

The cost breakdown below helps explain your project in financial terms

Please note that this grant requires a 50 percent cash contribution from the applicant. For example, if you're applying for \$5,000 you must also contribute \$5,000.

You can apply for \$1,000 (min) - \$10,000 (max).

Total amount of funding requested from council

*

Must be a dollar amount and between 1000 and 10000. The total cash support you are requesting in this application.

Total Project Cost

*

The total budgeted cost (dollars) of your project.

Can this project go ahead without council grant support?

* Yes No

Project costs

Please outline your project expenses in the expenditure table below.

- For all grant applications the applicant should list the actual project costs, including GST.
- For expense items over \$500, formal quotes will need to be provided in the file upload area.
- Please refer to the grant guidelines on what project items will not be funded.
- You may add additional rows if required.
- Please note GST does not apply to grant payments, regardless of whether or not your organisation is registered for GST.

Expenditure description	Expected costs (GST inc)	Quotes
The expense items listed in the table are examples only and can be deleted.	Enter the total amount to be spent on this budget item. Must be a dollar amount.	For items over \$500 that council funds will be used for.

Additional Funding

Are you seeking funding from another source? *

Yes No

Additional Funding Sources

2026-27 Local Business Grant - Application Form

Form Preview

Organisation Source	Amount	Status

Could this project proceed if only partial funding was approved? *

Yes No

Answering 'yes' means that the panel may consider allocating less funding than requested to the project. Answering 'no' means that your application will either be successful or unsuccessful - it won't be considered for part funding.

Please provide details on how this might impact on the delivery on this project.

Inclusion - 5%

* indicates a required field

The City of Onkaparinga is **committed to reconciliation** and **places a strong emphasis on diversity and inclusion**. We encourage our grant recipients to be partners on the journey to elevating respect for Aboriginal and Torres Strait Islander culture and ensuring everyone in the community feels safe, valued and has equal opportunities to participate

Examples of building inclusion into grant funded projects include:

- Incorporating Acknowledging Country; utilising Aboriginal or Torres Strait Islander owned businesses.
- Upgrade the premises to improve accessibility, safety and comfort, ensuring the space is welcoming and usable for people of all abilities.
- Provision of Sensory Friendly Spaces; employment, mentorship or volunteering opportunities for people with a disability.

Please describe the steps you will take to build inclusion into your project. *

Word count:

Must be no more than 150 words.

Sustainability - 5%

2026-27 Local Business Grant - Application Form

Form Preview

* indicates a required field

Council is deeply committed to sustainability, recognising its importance **protecting the environment** and **ensuring a thriving future for our community**. Every project, regardless of its focus, has an environmental footprint and steps can be undertaken to reduce this.

Examples of sustainability considerations built into grant funded projects include:

- Sourcing recycled or repurposed materials and equipment
- Minimising waste through recycling, avoiding single-use plastics, opting for reusable or compostable alternatives.
- Preferring use of energy efficient appliances.

Please describe the steps you will take to build sustainability into your project. *

Word count:

Must be no more than 150 words.

Supporting documentation

* indicates a required field

Business plan

A business plan is like a roadmap — it helps guide a business toward success by outlining its goals, strategies, and financial projections.

You must provide a copy of your business plan for this grant application to be successful.

You can access free support through the [Southern Business Mentoring Program](#).

Please upload your business plan. *

Attach a file:

Project Budget

Your project budget shows how the grant and your contribution will be allocated to deliver your project.

You must provide a copy of your project budget for this grant application to be successful.

Budget nervous? Take a look at our help sheet on [Preparing a Project Budget](#).

Please upload your project budget *

Attach a file:

Insurance

2026-27 Local Business Grant - Application Form

Form Preview

Public Liability Insurance (PLI) is essential for businesses that interact with the public, as it protects against claims of injury or property damage caused by business activities.

Grant funding will only be released following the submission of a Certificate of Currency for Public Liability \$20 million.

Public liability insurance

Attach a file:

Landowner consent

Does your project require landowner consent or council development approval? *

Yes No

If you're unsure get in touch with the Economic Growth Team as a priority. Applications that require development approval must provide evidence of this for the application to be eligible.

Please attach evidence of consent.

Attach a file:

For example if you are leasing, please provide a copy of your lease and landlord consent for the proposed works.

Conditions, Certification and Feedback

* indicates a required field

Terms and Conditions

Should your application be successful you will need to enter into a funding agreement with council. The full list of [Terms and Conditions](#) can be found on the grant's webpage.

For your convenience, here is a summary **of some** of the key conditions:

1. The funds provided must be used for the approved project as detailed in the grant application.
2. You will obtain any relevant approvals, for example permits.
3. As the grant partner you will obtain and maintain public liability insurance covering relevant grant activities for up to \$20 million. The City of Onkaparinga will not be held liable for any matter arising out of this grant.
4. Any changes to the agreed project focus or expenditure of Council's grant funds must be negotiated in writing with Council's Grants Team.
5. Council's funding of the grant project will be acknowledged in any promotional or communication material relating to the initiative.
6. If council is the primary funder of a Grant Activity you will invite the Mayor or an Elected Member to speak at any events and provide at least four weeks' notice.
7. Comply with all Laws and Australian Standards which are applicable to the Grant Activity.

2026-27 Local Business Grant - Application Form

Form Preview

8. Ensure the safety and wellbeing of your employees, volunteers and members of the public involved with the Grant Activity.
9. Complete a short Grant Report within 8 weeks of the project concluding.

Certification

I, being the authorised officer of the organisation making this declaration, confirm and agree to the following:

1. Certify that the statements and information provided (including attachments) in this application are true and correct.
2. Confirm that I have read and understood the relevant grant guidelines.
3. Understand that if successful I will enter into a funding agreement with council.

I agree * Yes

Name of authorized person *

First Name

Last Name

Must be a senior staff member, trustee or appropriately authorised volunteer

Position

Position held in applicant organisation (e.g. CEO, Treasurer)

Applicant feedback

You have reached the end of the application process. Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

Please indicate how you found the online application process.

- Very easy Easy Neutral Difficult Very difficult

How many minutes in total did it take you to complete this application?

Estimate in minutes i.e. 1 hour = 60

Please provide us with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider.