

BUSINESS ASSISTANCE GRANT PROGRAM

APPLICATION FORM



The Business Assistance Grant Program provides financial assistance to local businesses for projects that improve presentation, enhance streetscape appeal, and drive economic development in the Shire of Corrigin.

OBJECTIVES

- Support local businesses to grow and reinvest in the Shire of Corrigin
- Enhance the visual appeal and functionality of business premises through shopfront improvements
- Activate public-facing spaces to create vibrant, welcoming areas for residents and visitors
- Contribute to a thriving local economy and improved town amenity

Please complete all sections of this form and submit to the Shire of Corrigin via email (shire@corrigin.wa.gov.au) or in person at the Shire Administration Office. This form should be completed in conjunction with reading the Business Assistance Grant Guidelines.

APPLICATION CHECKLIST & ELIGIBILITY

- Applicant has an ABN
- Applicant holds current Public Liability Insurance
- Property owner consent obtained (if applicable)
- Project complies with planning/building regulations
- No outstanding debt with the Shire
- Acknowledgment of grant conditions

APPLICANT DETAILS

Business Name	
Contact Person	
Position	
Phone Number	
Email Address	
Postal Address	
ABN	

Registered for GST? ☐ Yes ☐ No

Bank Details (BSB & Account No): _____

Public Liability Insurance Provider & Policy Number: _____

BACKGROUND INFORMATION

Please provide background on your business including years' operating in Corrigin, staff numbers, and plans for growth.

Additional information may be attached on a separate sheet if required.

PROJECT DETAILS

Priority Area (tick one): ☐ Shopfront Improvement ☐ Crime Prevention ☐ Place Activation

Project Title: _____

Project Description (include what you plan to do, why funding is needed, and how the work will be delivered):

Additional information may be attached on a separate sheet if required.

Strategic Benefit: How will this project benefit your business, the local community, and the Corrigin town environment?

Additional information may be attached on a separate sheet if required.

Partnerships (if any):

Previous similar projects delivered:

Impact if funding is reduced or unsuccessful:

Additional information may be attached on a separate sheet if required.

RISK ASSESSMENT

Identify potential risks to the project and outline mitigation strategies.

Risk	Likelihood	Mitigation Strategy

BUDGET SUMMARY

Attach quotes or estimates to support your application.

Item/Activity	Supplier	Grant Request (ex GST)	Business Contribution (ex GST)	Other Funding

Have you received funding from another source? ☐ Yes ☐ No

If yes, please specify the amount? _____

PREVIOUS FUNDING HISTORY

Has your business received any funding from the Shire in the last 2 years? If yes, provide details:

Year	Amount	Purpose

ACKNOWLEDGMENT PLAN

How will you acknowledge the Shire of Corrigin's support for this project (e.g., signage, social media, website)?

DECLARATION

- I confirm that I am authorised to submit this application.
- I confirm that the information provided is true and correct.
- I agree to provide further information if required.
- I give permission for Shire to use this project in promotional material.
- I agree to submit an Acquittal Form within 30 days of project completion.

Name: _____

Position: _____

Signature: _____

Date: _____