

Flinders Shire Council - Shopfront Improvement Program Stream Form

Form Preview

Guidelines

* indicates a required field

Guidelines for the Flinders Shire Shopfront Improvement Program

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The Shopfront Improvement grant is a Flinders Shire Council initiative which supports the revitalisation of building facades of small businesses across the Flinders Shire region. The goals of this program are to increase the economic opportunities for small business through increased patronage, support the preservation and improvement of building facades and make more attractive commercial streetscapes across townships in the Shire.

Council's Shopfront Improvement grant seeks to work in partnership with business owners and operators to facilitate and support the revitalisation of commercial facades and improve access to commercial buildings.

Shopfront Improvement Grants are a matched grant, meaning that for every dollar requested, the applicant must have at least equal that amount to put toward the project. The types of matching contributions that are accepted include in-kind contributions (such as donated supplied, materials or services), volunteer time (such as labour) and direct cash input to the project. All contributions must have a dollar value and be visible in the project budget.

The contribution made by Council cannot exceed 50% of the total costs of the upgrade - up to \$5,000 per building

Information about financial support through the Flinders Shire Business Assistance Program

Applications will only be accepted within the set rounds. No out of round applications will be accepted. An extra round may be called if budgeted funds were not expended. Only one application will be accepted from each business on their own behalf per funding round. The level of assistance available is limited by Council's budget decision and its priorities. No applicant can be guaranteed funding nor can any applicant be guaranteed to receive the full amount requested.

- The decision of Council on funding applications is final.
- Financial Support from the policy may require compliance with specific conditions before payment. Should these conditions not be met by the specified date, Council reserves the right to revoke the offer of support.
- Flinders Shire Council requires relevant acknowledgement of financial support for your project.
- All successful recipients will be recorded in a grants register which Council will have the right to publish as they see fit.
- Council will not approve in-kind support or the waiver of hiring of Council plant or equipment. These costs are to be included in the amount that businesses are seeking the funds for.
- If approved, businesses will be required to sign a formal agreement and submit an invoice Council for the approved amount once works have been completed.

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Business Eligibility

• Have an ABN registered in the Flinders Shire Council area • Trade from a shopfront in Flinders Shire (Hughenden, Prairie, Torrens Creek or Stamford) • Be a property owner or a tenant holding owner's consent • Business must be a small business – employing under 20 employees • Businesses are encouraged to shop locally when undertaking beautification works. • We would welcome proposals where a number of nearby businesses would like to collaborate to enhance the street appeal.

Business Ineligibility

• Businesses which have been awarded Business Assistance Grant or Shopfront Improvement grant in the previous 12 months • Businesses located on Brodie Street between Gray and Flinders Street are not eligible due to the Brodie Street rehabilitation project which will cover these shop fronts.

Project Eligibility

• Painting • Removal of redundant signage, air conditioning units and hoardings • Improvements of advertising, signage and banners (shopfront only) • A public art project • Window front presentations • Improving accessibility for all users • Greening elements, planter pots etc. • Repairs to structural facade elements and awnings • Creative Facade treatments e.g. vertical gardens or new timber panelling • New repairs and replacements of verandas • Other external facade works that might be proposed by a landlord/business owner that reflects the intent and purpose of the fund. • Internal and external display lighting • Improvements to frontages to interact with the street • Adding external materials and treatments that provide attractive detail, such as texture or tiling • Improving accessibility for all users

Project Ineligibility

• Improvements that have already been completed • Rental fees • Routine maintenance or cleaning • Purchase of buildings or extensions • Business relocation • Development applications or other statutory fees • Power and water costs • Overheads and service charges involved in running your business • Food and beverage items • Internal shop fittings including display shelves and painting • Staffing or operational costs • Standalone advertising signage improvements

What is the Application Process?

Council may contact you following receipt of your application to discuss the project or to request additional information. If your proposed improvement requires Development Approval you will be asked to submit a Development Application (fees apply). Applications are assessed on their merits and there is no guarantee that Council approve a contribution towards the costs of your project.

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I have read and understand the above guidelines and confirm that the information in this application is true and correct. *

☐ Yes

Contact Details:

Contact:

Economic and Tourism Development Advisor

Flinders Shire Council

PO Box 274

HUGHENDEN QLD 4821

P (07) 4741 2900

E tdo@flinders.qld.gov.au

Business and Project Details

* indicates a required field

Registered Business Name *

Organisation Name

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	

Contact Name *

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Who is the direct contact for this application.

Postal Address *

Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required. Country must be Australia

Email *

Must be an email address.

Phone Number *

Must be an Australian phone number.

Are you:

- ☐ A leaseholder
☐ The building owner

Do you have the building owner's permission to undertake these works? Note: You will need to provide this in writing if your application is successful.

- ☐ Yes, I have the building owner's permission
☐ No, I do not have the permission yet

Please outline the proposed improvements to your shopfront:

Grant Funds Requested:

\$

Must be a dollar amount.

Support Documents

* indicates a required field

Support Documents

Attach a photo of the shopfront, highlighting the proposed improvements *

Attach a file:

Must be current in the last 12 months, if over 12 months you may not be eligible.

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Attached two written quotes for the proposed works from the suitably qualified personnel/licensed contractor

Attach a file:

Budget

Complete the project budget (inclusion of in-kind contributions provided by applicant e.g. donated supplies, materials or services, volunteer time (such as labour) and direct cash input to the project.

Income	\$	Expenditure	\$
	\$		\$

Budget Totals

Total Income Amount

\$

This number/amount is calculated.

Total Expenditure Amount

\$

This number/amount is calculated.

Income - Expenditure

\$

This number/amount is calculated.