

Department of Treasury and Finance



Growing South Australia (<https://www.treasury.sa.gov.au/Growing-South-Australia>) /

Support for businesses, jobs & the community impacted by COVID-19 (<https://www.treasury.sa.gov.au/Growing-South-Australia/COVID-19>)

Small Business Grant: COVID-19 Assistance Guidelines (<https://www.treasury.sa.gov.au/Growing-South-Australia/COVID-19/small-business-grant-covid-19-assistance-guidelines>)

Small Business Grant: COVID-19 Assistance Guidelines

Summary

The Government of South Australia has established a Small Business Grant program funded from the \$650 million Jobs Rescue Package to support South Australian small businesses that employ staff and are subject to closure or highly impacted by the shutdown restrictions announced by the Government as a result of the corona virus (COVID-19).

Eligible businesses will be provided with a once-off \$10,000 grant to support them to manage in these unprecedented circumstances.

This document provides guidance for Small Business Grant applicants. Please read these Guidelines before applying for the Small Business Grant.

Eligibility

Businesses are eligible to apply for a Small Business Grant provided they meet the following criteria:

- Have an Australian Business Number (ABN) and were carrying on the operation of a business in South Australia as at 1 March 2020
- Employ people in South Australia as at 1 March 2020
- Have an annual turnover of more than \$75,000 (excluding GST)
- Have total Australian payroll of less than \$1.5 million, and not be entitled to a payroll tax waiver under COVID-19 support measures introduced by the South Australian Government
- Have been subject to closure or highly adversely impacted by COVID-19 related restrictions ^
- The enterprise does not engage in illegal activity.

^ Businesses eligible for the Commonwealth JobKeeper payment will be deemed to be highly adversely impacted by COVID-19 restrictions.

If a business is part of a group of companies that is registered for payroll tax and will receive the Government of South Australia payroll tax waiver for COVID-19 impacted businesses, the business is ineligible for this grant. Where the entity is not liable for payroll tax (such as a not-for-profit organisation), the payroll eligibility criteria of less than \$1,500,000 in 2019-20 is to be based on total Australian group wages for the organisation.

Applicants must certify that they meet the eligibility criteria when submitting an online application.

Applicants will be subject to audit by the Government of South Australia or its representatives and will be required to produce evidence at the request of the Government for a period of two years after the grant has been approved.

If any information in applications is found to be false or misleading, the grant will be repayable on demand.

Available Funding

The grant amount is \$10,000 per eligible business.

If a business has received any other Government of South Australia grants to address COVID-19 related business impacts, the value of these payment(s) will be deducted from the \$10,000 grant.

Grant Use

Grants are provided to support eligible businesses that have been adversely impacted by restrictions enacted by state or federal governments due to COVID-19. This may include for example:

- Meeting business costs, including utilities, salaries, rent;
- Seeking financial, legal or other advice to support business continuity planning;
- Developing the business through marketing and communications activities;
- Other supporting activities related to the operation of the business.

How to Apply

Applicants are required to submit an application online via www.treasury.sa.gov.au (<https://www.revenuesaonline.sa.gov.au/?a=e&m=sbg&d=Application>). All questions in the application need to be completed to ensure timely assessment and grant payment.

The online application must be completed by:

- In the case of a business that is a sole trader that employs, the sole trader.
- In the case of a business that is a partnership that employs, a partner.
- In the case of a business that is a body corporate that employs, a director, secretary, public officer or equivalent.

Note: It is permissible for an agent such as an accountant or lawyer to submit the application on behalf of business provided they have been instructed to do so by the above authorised people.

Applicants must meet the requirements of the grant, including that they employ staff to be eligible.

Applicants are required to provide a copy of their most recent Business Activity Statement (BAS). Other supporting materials can also be provided.

Small Business Grants will be provided to successful applicants by the Department of Treasury and Finance (DTF). Whether an applicant is successful or not will be determined by DTF in its absolute discretion. To access grant funding, applicants will be required to agree to [Terms and Conditions](https://treasury.sa.gov.au/Growing-South-Australia/COVID-19/grant-terms-and-conditions) (<https://treasury.sa.gov.au/Growing-South-Australia/COVID-19/grant-terms-and-conditions>) at the time of application stipulating obligations and conditions under which assistance will be given to eligible applicants. DTF will not be legally obliged to pay any grant monies to an applicant.

Potential applicants should note that information received in connection with an application may be used and communicated outside the Government of South Australia for due diligence purposes and may also be provided to the Australian Government and third parties engaged by DTF to assist with the assessment and processing of the applications received, together with program monitoring, reporting and evaluation purposes.

Opening Date

Applications open 21 April 2020

Applications for Small Business Grants must be submitted via www.treasury.sa.gov.au (<https://www.revenuesaonline.sa.gov.au/?a=e&m=sbg&d=Application>).

Closing Date

Applications close 1 June 2020

Further Information

If you require further information to participate in the program please refer to [FAQs](https://treasury.sa.gov.au/Growing-South-Australia/COVID-19/frequently-asked-questions) (<https://treasury.sa.gov.au/Growing-South-Australia/COVID-19/frequently-asked-questions>), or contact smallbusinessgrant@sa.gov.au (<mailto:smallbusinessgrant@sa.gov.au>).

DTF reserves the right to amend these Guidelines and application terms as required.

Applicants should be aware that DTF is subject to certain legislative and administrative accountability and transparency requirements of the Australian Government and Government of South Australia, including public disclosure in accordance with Premier and Cabinet policy.

DTF will treat all information provided by applicants sensitively. Any information contained in, or relating to, an application, including information identified by an applicant as confidential, may be disclosed by DTF:

- to its employees, advisers or third-parties in order to assess and process an application;
- within the Government of South Australian or other entities where this serves the legitimate interest of DTF;

- in response to a request by a House or Committee of the Parliament of the Commonwealth of Australia or South Australia;
 - where information is authorised or permitted by law to be disclosed; and/or
 - where the information is already in the public domain.
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