

Green Business Incentive Scheme - Online Application Form

Form Preview

Introduction

* indicates a required field

Program Aim

The City of PAE is committed to supporting a low carbon, water sensitive and climate resilient City.

The aim of our Green Business Incentive Scheme is to provide financial incentives to small medium enterprises (SMEs) in the City of PAE to invest in:

- renewable energy, energy efficiency, sustainable transport technologies and circular economy and measures that help reduce the city's greenhouse gas emissions – see [municipal emission snapshot for Port Adelaide Enfield](#)
- on site plantings and water efficient irrigation systems that help reduce urban heat and increase our city's tree canopy
- waste management and circular economy initiatives
- other innovative proposals that align with the Scheme's aims

By getting involved SMEs can reduce their operating costs and improve the value of their brand through better sustainability performance. Additionally, landlords can potentially increase the value and rentability of their commercial property.

Please read the [Green Business Incentive Scheme Guidelines](#) carefully before applying.

Please note:

- 1. Applicants must complete all sections of this application form and attach relevant documentation to this application to be eligible to be funded.**
- 2. All grants are subject to availability of funds, eligibility and assessment requirements.**
- 3. A submission of an online application for the City of Port Adelaide Enfield's grants programs is an acknowledgement that applicants will abide by the conditions of any grant approval.**
- 4. Only one application will be considered for funding, per applicant, per financial year.**

Prior to submitting your application, we recommend you discuss your proposed application with a member of our Environment team on 8405 6997 or at environment@cityofpae.sa.gov.au

Assessment

Applications will be assessed as they are received and applicants will be notified of the outcome of their application within 4 weeks of submission date.

Applications will be assessed by City of PAE staff against the criteria outlined in the [Green Business Incentive Scheme Guidelines](#).

The decision of awarding grants will be made by City of PAE staff with appropriate delegations.

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Eligibility Checklist

Before submitting your application, please check that you meet the eligibility criteria - all boxes must be ticked for your business to be eligible for this incentive scheme.

The Business: *

- ☐ is located within the City of PAE
- ☐ is a legal entity with an active ABN
- ☐ employs less than 200 employees (full-time, part-time, casual) at the time of this application
- ☐ is not a residential/home based business
- ☐ is not an education or government institution
- ☐ is not a political organisations and does not have a political purpose
- ☐ is not applying for retrospective payments or budget deficit payments
- ☐ is not applying to cover ongoing costs associated with the running of the business (eg. salaries, operational costs, electricity bills, rent, etc.)
- ☐ is not applying for an initiative associated with City of PAE's leased buildings and land
- ☐ does not have any outstanding debts to the City of PAE
- ☐ does not have any outstanding acquittals for any previous funding received from the City of PAE
- ☐ is not owned by an Elected Member or employee of the City of PAE

Applicant Details

* indicates a required field

Business Details

Applicant Business Name *

Organisation Name

Council's grant funds will only be paid into a Bank Account in this name

Contact Person *

Title First Name Last Name

| | | |
|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
|----------------------|----------------------|----------------------|

Position within business *

(ie. owner, manager)

Contact Phone Number *

Must be an Australian phone number.

Where the number is not a mobile please put "08" at the beginning to help with validation.

Contact Email Address *

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Must be an email address.

Primary (physical) Address of Business *

Address

Postal Address *

Address

Business Website

This is only if you have one

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 | |

Must be an ABN.

How many FTE employees does the business currently employ? *

Green Investment Details

* indicates a required field

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Investment Summary

Please indicate which type of incentive you are applying for: *

- ☐ Solar photovoltaic systems (incentives up to \$5,000)
- ☐ Energy storage systems (incentives up to \$5,000)
- ☐ Appliance electrification (incentives up to \$1,000)
- ☐ Greenhouse gas emission reduction planning (incentives up to \$3,000)
- ☐ Water savings (incentives up to \$3,000)
- ☐ Greening (incentives up to \$3,000)
- ☐ Zero Emission transport/plant (incentives up to \$2,000)
- ☐ Energy and waste efficiency audits (incentives up to \$3,000)
- ☐ Other innovative green business improvements (incentives up to \$2,000)

Note: you can select a combination of the above products/services for up to \$10,000 in rebates.

What is your business investing in? *

Must be no more than 15 words.

This needs to be the product/service and the business name (ie. New solar and battery systems at "name of the business")

Please provide a short summary of your proposed green investment (product/service) *

Word count:

Provide a short description (100 words recommended) of your investment and motivation behind it.

Investment Start Date *

The investment must start at least 4 weeks after this grant application is submitted.

Investment End Date *

The investment must be completed within a 6-month period.

What is the total cost of your investment? *

Please note that this needs to match the amount in the quote requested below.

Please upload any quotes in relation to your proposed investment *

Attach a file:

Multiple files can be uploaded

Please upload any technical documents in relation to your proposed investment *

Attach a file:

Multiple files can be uploaded. Technical documentation is likely to be provided by product seller/installer or service provider of choice.

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What is the rebate amount sought from Council? *

\$

You can apply for a maximum of 50% of costs (or 80% for energy/waste audits) up to the limit of each incentive type.

What is the financial contribution from your business? *

\$

This is the difference between the quoted price and the available Council rebate. This contribution is paid by your business.

Is there any additional in-kind contribution from your business? *

If so explain what type of contribution and provide a dollar value to it.

Approvals

Do you own or lease the property in which the business is located and where the product/service will be installed/implemented? *

- ☐ Own
☐ Lease

If you lease, you will need to gain written permission from the property owner

Please upload relevant permission from property owner or landlord to proceed with green investment *

Attach a file:

Multiple files can be uploaded

Does the product/service you are applying for require a Development Application (DA)? *

- ☐ Yes
☐ No

If unsure please refer to [FAQ document](#) or contact us on 8405 6600 and ask to speak to a Duty Planner.

Please upload relevant DA submission and/or approval documentation *

Attach a file:

Multiple files can be uploaded

Investment Rationale

Please address how your proposed investment aligns with grant guidelines and any specific requirements flagged in the Frequently Asked Questions (FAQs) *

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Word count:

Must be no more than 200 words.

Please refer to [Guidelines](#) and [FAQs](#).

Please outline relevant experience and track record of suppliers and contractors nominated to install/implement the proposed investment *

Word count:

Must be no more than 200 words.

Suppliers/contractors must be those who have supplied quotes to you.

Please outline the expected environmental improvements to your business operations as a result of the proposed investment *

Word count:

Must be no more than 200 words.

Bank Details

Council's payment method is only by Electronic Funds Transfer (EFT). **Council will not provide cheques.** Grant funds will be automatically deposited into the following nominated account and must be in the name of the person/organisation completing the Terms and Conditions section of this application form.

Bank or Credit Union Name *

Account details *

Account Name

BSB Number

Account Number

Terms & Conditions

* indicates a required field

A submission of an online application for the City of Port Adelaide Enfield's grants programs is an acknowledgement that applicants will abide by the conditions of any grant approval.

I, being the applicant completing this application form, certify and agree with the following terms and conditions:

1. That failure to comply with these conditions may preclude our organisation from accessing further grant funds in the future.

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- 2.To abide by the conditions under which the City of Port Adelaide Enfield may approve funding of this request.
- 3.Measures/devices supported through the scheme must be installed by appropriately licensed and accredited installers, and installed and maintained in accordance with any industry standards and relevant guidelines, and in a manner that does not pose risks to the health or welfare of any person.
- 4.Council will accept no liability in any respect for any claim or damage, of any form which may result from the work. The applicant will have full responsibility for all acts and failures to act by any party in relation to design, documentation, contract(s) or the work on site.
- 5.To submit an acquittal to Council, within two months of the purchase of services and/or products.
- 6.I certify that the statements and information provided (including attachments) in this application are true and correct in every particular.
- 7.I confirm that I have read and understood the conditions for funding as outlined within and accept and agree to abide by the conditions.
- 8.I also agree to acknowledge Council's funding of the project in any publicity or promotion.
- 9.I further agree that monies received from the City of Port Adelaide Enfield will be expended within six months from approval and in accordance with Council's approval letter. Any monies not expended will be returned to the City of Port Adelaide Enfield.
- 10.agree that should my application for funding be approved, Council may provide any information contained herein to the public in any form and/or use this information to promote their grant and sponsorship programs.
- 11.Any changes to the agreed expenditure of Council's grant funds must be negotiated in writing with Council's Environment Team.
- 12.agree to abide by any Terms and Conditions herein and as outlined in the [Green Business Incentive Scheme Guidelines](#).

I agree to abide by the above Terms and Conditions *

☐ Yes, I agree

In compliance with the *Information Privacy Act 2009* (the Act) personal information on this form may be stored in the City of Port Adelaide Enfield's records database and may also be used for statistical research, information provision and evaluation of services. Your personal information may be provided to the financial institution which handles City of Port Adelaide Enfield's financial transactions and may be disclosed to other agencies and third parties for purposes related to this application and/or monitoring compliance with the Act. Except in these circumstances, personal information will only be disclosed to third parties with your consent unless otherwise required or authorised by law.