



# INVEST FRANKSTON

BUSINESS  
LOCAL-TO-LOCAL  
PROGRAM 2022

THE BUSINESS LOCAL-TO-LOCAL PROGRAM AIMS TO ASSIST LOCAL BUSINESSES TO GROW OR CHANGE THEIR BUSINESS MODEL FOLLOWING THE IMPACTS OF COVID-19 INCLUDING RESTRICTIONS AND LOCKDOWNS.

Frankston City Council is offering limited vouchers to the value of \$1,000 (inclusive of GST) to provide an opportunity for local business operators to seek professional services from other local business providers also based in Frankston City.

Eligible business operators are able to apply for up to two (2) separate vouchers, for two (2) individual service providers. Examples of professional service providers include; business planning, accounting, legal services, marketing/social media, human resources or health and wellbeing.

Applications open 1 April and program will cease once allocated funds are exhausted or by the closing date of 5pm Friday 29 April 2022.

01.  
IS MY BUSINESS ELIGIBLE TO APPLY FOR A VOUCHER(S)?

If you meet the following criteria, your business is eligible to apply:

- Your business has an ABN
- Your business is located within the Frankston City Council municipality

- Your business is seeking the assistance of professional services located within the Frankston City Council municipality, over and above their normal business as usual professional service activities

- Your business has not been the recipient of a grant from Council in the 2020/2021 or 2021/2022 financial years

02.  
WHAT TYPE OF SERVICES CAN I USE THIS VOUCHER FOR?

The vouchers are intended for engaging local professional services to assist or advise your business for continuity and resilience purposes. Business operators may choose to engage any of the following examples:

- Accounting (not to be used for GST or normal tax procedures)
- Tax advice

- Legal advice
- Marketing strategies/execution
- Business strategy/planning
- Human resources
- Health and wellbeing

Other professional services may be considered, please confirm with Council's Economy, Investment and Activation team before submitting an application for other suitable professional services.

03.  
WHY DO I HAVE TO ENGAGE LOCAL BUSINESSES FOR PROFESSIONAL SERVICES?

This program is intended to help both businesses that intend to make changes as a consequence of COVID-19 restrictions and to build a commerce network within the business community.

By engaging in local operations we ensure that the program supports the local business community and boosts the Frankston City Council economy in a circular process.



04.  
HOW DO I APPLY FOR THIS VOUCHER?

Applications can be made via the Business Local-to-Local program easy online form which can be found at <https://www.frankston.vic.gov.au/Business/Business-Grants>

Each application must provide details about your business, circumstance and the professional services you wish to engage. Applicants must also provide proof of a quote from the business

they will be engaging for the provision of professional services.

05.  
HOW MANY TIMES CAN MY BUSINESS APPLY FOR THE BUSINESS LOCAL-TO-LOCAL VOUCHER?

Each eligible business is entitled to apply for two (2) individual vouchers which must be utilised on two (2) separate professional services businesses.

Each voucher is to the value of up to \$1,000 (inclusive of GST).

06.  
HOW WILL MY APPLICATION BE ASSESSED?

Applications for the Business Local-to-Local program will be assessed as follows:

- Your business did not receive any Council grants in the financial periods 2020/2021 or 2021/2022

- Your business meets the eligibility criteria
- You have completed the application form and provided the required details and documentation

07.  
HOW DO I GET THE MONEY TO MY PREFERRED PROFESSIONAL SERVICE PROVIDER?

Once your online application has been submitted, together with a copy of the professional services quote and your application is successful, Frankston City Council Officers will arrange for a Purchase

Order to be sent to your provider. The provider will then invoice Frankston City Council once services have been delivered, referencing the Purchase Order on the final invoice.

08.

## HOW LONG WILL THE BUSINESS LOCAL-TO-LOCAL PROGRAM RUN FOR?

There is \$100,000 allocated to the Business Local-to-Local program. Applicants are strongly encouraged to apply promptly as it is a limited

program that will cease once the budget allocation is exhausted, or by 5pm Friday 29th April 2022.

Final invoices must be received by Council no later than Thursday 30th June 2022.

09.

## HOW WILL I KNOW IF MY APPLICATION HAS BEEN SUCCESSFUL OR NOT?

It is the aim of the team to notify all applicants by email within 10 business days of submitting their application.

10.

## CONTACT INFORMATION

To learn more about the Business Local-to-Local program and Frankston City Council's various Business Grants contact Council's Economy, Investment and Activation Team. Phone: 1300 322 322 or email: [business@frankston.vic.gov.au](mailto:business@frankston.vic.gov.au)

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