



Factsheet

Energy Efficient Communities Program - Business Stream - Small Business Grants

Overview

The Energy Efficient Communities Program will assist businesses and community organisations to improve energy efficiency practices and technologies and better manage energy consumption to reduce their power bills.

The Business Stream will be delivered through three separate grant opportunities:

- Energy Efficient Communities Program - Dairy Farming Business Grants
- Energy Efficient Communities Program - Small Business Grants
- Energy Efficient Communities Program - High Energy Using Business Grants.

This Factsheet contain information about the [Energy Efficient Communities Program - Small Business Grants](#) grant opportunity.

The objectives of this grant opportunity are to support small businesses (with a turnover of less than \$10 million per year) to:

- replace existing equipment with higher efficiency equipment
- install or replace a component/s to help an existing system run more efficiently
- carry out energy audits
- carry out monitoring of energy usage and emissions.

What does it offer?

There is \$9.06 million available for this grant opportunity over two years (2020-21 to 2021-22). The grant amount will be up to 100 per cent of eligible project costs. The minimum grant amount is \$5,000. The maximum grant amount is \$20,000.

How does it work?

You can submit an application at any time while the grant opportunity remains open.

There will be a maximum of three projects funded per electorate, with the first three eligible projects per electorate funded. We may accept more applications above the budget limit to have a reserve should any applications be assessed as ineligible.

We expect that there may be a high level of interest for this grant opportunity and it may be oversubscribed. This means an eligible application will not automatically be approved.

We will decide which grants to approve taking into account submission time and date and distribution across federal electoral divisions.

Who can apply?

To be eligible you must:

- have an Australian Business Number (ABN)
- have an annual turnover of less than \$10 million based on Business Activity Statements from the previous 12 months

and be one of the following entities:

- a company incorporated in Australia
- a co-operative
- a partnership
- a sole trader.

Who is not eligible to apply?

You are not eligible to apply if you are:

- a trust (however an incorporated trustee can apply on behalf of a trust)
- a corporate or non-corporate Commonwealth entity
- a publicly-funded research organisation

What activities are eligible?

To be eligible your project must:

- be aimed at reducing the energy consumption of your business
- have at least \$5,000 in eligible expenditure.

Eligible activities include:

- replacing existing equipment with higher efficiency equipment
- installing or replacing a component to help an existing system run more efficiently (for example installing solar pre-heating for a hot water system, installing a variable speed drive on a vacuum pump, installing heat recovery from milk cooling equipment to pre-heat hot water, installing remote monitoring equipment for water storage or pasture condition)
- energy audits
- investment feasibility studies for energy efficiency upgrades
- monitoring of energy consumption and emissions.

In the application form, you will be asked to describe the main focus areas of your project.

The focus areas are:

- energy audits
- investment feasibility studies for energy efficiency upgrades
- energy monitoring
- lighting
- heating, ventilation and air-conditioning (HVAC)
- commercial refrigeration
- compressed air
- process heating, cooling and pumping
- other equipment
- motors (where not covered by another focus area)
- business and process automation (where not covered by another focus area).

What expenditure are eligible?

You can only spend grant funds on eligible expenditure you have incurred on an agreed project as defined in your grant agreement.

To be eligible, expenditure must:

- be a direct cost of the project
- meet the equipment and service performance standards specified in the Appendix B of the grant opportunity guidelines, where applicable.

Eligible expenditure items are:

- an energy audit of your site or part of your site
- costs related to feasibility studies
- purchase or hire of equipment to measure, monitor and record energy use
- purchase of equipment to replace existing equipment, where the new equipment is higher efficiency, and costs to decommission, remove and dispose of the old equipment
- purchase of equipment or components to help an existing system run more efficiently
- design, and reasonable installation costs of eligible equipment
- commissioning or tuning of equipment installed or modified as part of the project, and any related equipment that is affected by the project
- building permits or approval costs to install equipment, where required.

If your application is successful, we may ask you to verify project costs that you provided in your application. You will need to provide evidence such as quotes for major costs.

What expenditure are not eligible?

Expenditure items that are not eligible are:

- salaries and labour costs related to the ongoing operations of your organisation or commercial operation and not directly attributable to the project
- purchase of vehicles, new or used
- purchase of equipment that is not related to your business (e.g. equipment for domestic use or that is primarily for another type of activity at your site)
- purchase of energy generation equipment such as solar panels or biomass generation systems
- purchase of solar panel, inverter or battery components for solar-powered pumping systems
- purchase of electrical energy storage equipment, such as batteries
- maintenance and repair costs for equipment
- purchase of new equipment where it replaces equipment that is broken and no longer functional
- purchase of equipment that is primarily intended to increase your production capacity
- purchase and installation of lighting equipment that does not meet the performance specifications of Appendix B
- purchase of HVAC equipment that does not meet the performance specifications of Appendix B

- purchase of three phase motors that do not meet the performance specifications of Appendix B
- procurement of an energy audit that does not meet the performance specification of Appendix B
- purchase of power factor correction equipment
- purchase of portable consumer appliances such as domestic fridges or laptops.

You must not re-use any equipment item that is being replaced, or sell it for re-use - it must be disposed of and not re-used by you or anyone else.

What additional eligibility requirements are there?

We can only accept applications:

- where you confirm that you are authorised to undertake your project as described (for example, within your leasing arrangements)
- where you can demonstrate that you will use appropriately licensed tradespeople to install equipment, where applicable
- that include a supplier declaration (see template at Appendix C)
- that provide the mandatory attachments
- where you certify, if you have ceased operating as a result of bushfires or COVID-19, that you intend to resume operating as a business in the future.

We cannot waive the eligibility criteria under any circumstances.

How will my application be assessed?

We will assess your application for completeness and against the eligibility criteria. The program delegate decides which grants to approve taking into account the application assessment and the availability of grant funds.

When can I start my project?

You can start your Energy Efficient Communities Program - Small Business Grant activities (project) from the date a grant agreement is executed by the Commonwealth.

If you choose to start your project before this date, then any costs incurred are at your own risk.

You must incur your project expenditure between the project start and end dates to be eligible.

What will I need to do if successful?

You must enter into a grant agreement with the Commonwealth.

The grant agreement will state the maximum grant amount we will pay.

We will not exceed the maximum grant amount under any circumstances. If you incur extra costs, you must meet them yourself.

If we assess your application as eligible and funds are available, we will collect your nominated bank details to arrange payment.

We will pay 100 per cent of the grant on execution of the grant agreement.

How do I apply?

To apply, you must:

- complete the online application form on business.gov.au
- provide all the information requested
- address all eligibility criteria
- include all necessary attachments

What attachments are required?

You must provide the following documents with your application:

- Business Activity Statements for the past 12 months, to demonstrate that your turnover is less than \$10 million per year
- a Supplier Declaration (see template at Appendix C)
- trust deed (where applicable).

You must attach supporting documentation to the application form in line with the instructions provided within the form. You should only attach requested documents. We will not consider information in attachments that we do not request.

Where can I find more information?

For further information refer to the grant opportunity guidelines on business.gov.au or call 13 28 46.