

ON BUSINESS PARTNER PROGRAM – SMALL BUSINESS GRANTS

HOW TO APPLY:

Step 1.	Read the Grant Guidelines document, available at: www.onbusinesspartnerprogram.com/membership/small-business-grants
Step 2.	Contact a member from the Business Growth & Innovation team from the City of Onkaparinga to discuss your project/initiative: Monique Palumbo Lorraine Pitman T: 08 8384 0643 T: 08 8301 7382
Step 3.	Make an appointment with a business advisor from the Southern Adelaide Business Advisory Service to discuss your business plan and your intent to apply for a Small Business Grant as part of the ON Business Partner Program. Note: ON Business Partner Program members receive one complimentary meeting with a business advisor. Phone: 7228 6208 Email: businessadvisor@ransgroup.com.au
Step 4.	Register as an ON Business Partner: <ul style="list-style-type: none">• Visit: www.onbusinesspartnerprogram.com• Click on 'Register now' on the right hand side• Complete the online form and click 'Create account'
Step 5.	Upload your business details to the ON Business online Business Directory: <ul style="list-style-type: none">• Visit: www.onbusinesspartnerprogram.com/business-directory• Click on 'Add Your Business' on the right hand side• Login to your account (if not logged in already)• Complete the online form and click 'Save and continue'• When you have returned to your dashboard, ensure you click 'submit for approval' to finalise your business listing.
Step 6.	Choose the grant category that best fits your project/initiative, download and complete the appropriate application form available at: www.onbusinesspartnerprogram.com/membership/small-business-grants
Step 7.	Email your application, along with all of the following required attachments to: onbusiness@onkaparinga.sa.gov.au Attachments: <ul style="list-style-type: none">• Certificate of currency for Public Liability Insurance• Business Plan (or excerpt)• Budget• Work, Health & Safety Policy

Council will acknowledge receipt of your application. If you have not heard from council after two (2) business days, please contact a member from the Business Growth & Innovation team on 8384 0666.