

Grant preparation checklist

Although each grant your business applies for will have its own eligibility criteria, there are certain questions which are common to most grant applications.

To help your business respond to funding opportunities quickly, we've prepared a checklist of common questions your business will need to have prepared when applying for grant funding.

1. What is your structure? (e.g. company, partnership, etc.)		
2. Is your company incorporated in Australia?	Yes	No
3. If your company is incorporated in Australia, what year was it incorporated?		
4. Are you part of a group of companies?	Yes	No
5. If you are part of a group of companies, what is your level of ownership?		
6. If you are part of a group of companies, where are the other companies located?		
7. Did you record a profit or loss in the last financial year?		
8. What was your income from sales in the last financial year?		
9. Do you wish to recoup costs or access a grant upfront?	Recoup costs	Access grant upfront
		Both
10. Do you own IP for your product, or have effective ownership?	Own IP	Effective ownership
		Neither
11. Which location(s) do you undertake business activities in?		
12. Do your activities contain innovation or technical challenge?	Yes	No
		Unsure

13. Are you able to contribute to the project with cash or in-kind?	Yes	No	Not applicable
14. Are you currently receiving Government grants or funding?	Yes	No	
15. Have you prepared financial statements in prior years?	Yes	No	
16. Do you have a business plan?	Yes	No	

Remember, at this stage there is no right or wrong answer. You are simply collating information that will enable your business to respond rapidly when a suitable grant program is identified.

Request your complimentary report

To request a **complimentary** report of the grants and funding options available to your business based on your business activity, visit findex.com.au/grants today.

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