



AUSTRALIAN GOVERNMENT GRANTS AND ASSISTANCE

NORTHERN AUSTRALIA TOURISM INITIATIVE



Paper 014-191


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Paper 014-191



1. Overview

The *Northern Australia Tourism Initiative* was introduced as part of the *Our North, Our Future: White Paper on Developing Northern Australia*. AusIndustry will deliver a range of Business Management Services to tourism businesses in northern Australia.

The Northern Australia Tourism Initiative focuses on providing business advisory support to businesses. Every business needs different support, and services will be tailored to ensure the business gets the right support at the right time.

2. Tourism Business in Northern Australia

Businesses must be located and/or have significant operations in Northern Australia.

Businesses need to derive a significant portion of their revenue from visitors, and operate in tourism-related industries, including:

- accommodation;
- cafes, restaurants and take away food services;
- clubs, pubs, taverns and bars;
- passenger transport;
- tour operator services;
- cultural services;
- sports and recreation services; and
- retail trade.

However this does not include intermediaries that resell tickets or vouchers for tourism-related products and service.

3. General Eligibility

Applicants must:

- Be a business incorporated in Australia under the *Corporations Act 2001 (Cth)*, that is non tax-exempt and is registered for GST,
- be located and/or have significant operations in Northern Australia;
- satisfy the criteria to be a Tourism Business;
- have an annual turnover or operating expenditure between \$750,000 and \$100 million;

- be solvent (able to pay their debts as they fall due);
- have operated in Australia and filed Business Activity Statements showing ongoing trading for at least three consecutive years
- satisfy the eligibility criteria specific to the relevant Activity; and
- not be named by the Workplace Gender Equality Agency as an organisation that has not complied with the *Workplace Gender Equality Act 2012 (Cth)*.

4. Ineligible Applicants

Applicants are not eligible to apply if they are:

- an individual;
- a partnership;
- a trust (however, an incorporated trustee that meets the trading activity requirements above may apply on behalf of a trust);
- a Commonwealth, State or Local Government agency or body (including government business enterprises);
- listed on the current Workplace Gender Equality Agency list of non-compliant organisations.

5. Business Evaluation For A Tourism Business

5.1 Overview

A Business Evaluation is a range of services initially comprising an evaluation by a Business Adviser to tailor the service to the business' needs, based on the business:

- Capacity;
- Commitment; and
- need to undertake significant improvements.

Following this assessment, a business may receive one or more of the following:

- business improvement advice and referrals;
- detailed analysis of its business by a Business Adviser and recommendations for improvement presented in a Business Evaluation Action Plan; and
- support for implementation of the Business Evaluation Action Plan with the assistance of a Business Adviser.

A Business Evaluation is a facilitated service provided at no direct cost to the applicant's business. A skilled and experienced Business Adviser will:

- come to the applicant's business premises to gather information about the business;
- undertake further research and analyse the information off-site; and
- based on findings and analysis, prepare a tailored Business Evaluation Action Plan outlining the ways the business can improve its skills, become more competitive, and take advantage of growth opportunities.

Please note that the extent of the engagement may vary proportionately to the size and complexity of the business. To receive a Business Evaluation Action Plan the applicant will need to demonstrate its capacity, commitment and need for the full evaluation engagement.

When the applicant is ready to implement the recommended improvements, the Business Adviser will coach and mentor the applicant over a twelve month period from the delivery of the final Business Evaluation Action Plan to prioritise and implement the recommendations contained in it. Each stage of the Business Evaluation Action Plan will depend on the resources available to help implement each improvement.

5.2 Eligibility

Applicants must:

- Be a business incorporated in Australia under the *Corporations Act 2001 (Cth)*, that is non tax-exempt and is registered for GST, with trading activities that:
 - form a sufficiently significant proportion of its overall activities as to merit it being described as a trading corporation; or
 - are a substantial and not merely peripheral activity of the corporation.
 - satisfy one of the following:
 - be operating in one or more of the Growth Sectors (refer to [Item 9](#)):
 - Advanced Manufacturing;
 - Food and Agribusiness;
 - Medical Technologies and Pharmaceuticals;
 - Mining Equipment, Technology and Services; and
 - Oil, Gas and Energy Resources;
 - demonstrate they are committed to, and have the skills, capability, intellectual property or expertise to operate in, one or more of the Growth Sectors in the future; or
 - provide Enabling Technologies and Services to one or more of the Growth Sectors; or
 - be a Tourism business in Northern Australia;
 - have an annual turnover or operating expenditure within the current financial year, or one of the two previous financial years between \$750,000 and \$100 million;
 - be solvent (able to pay their debts as they fall due);
 - have been trading for the last three years;
 - have filed Business Activity Statements for the last three consecutive years.
- Applicants may still be eligible if their business structure, ownership or Australian Company Number has changed within the three consecutive year period. In this case, the applicant would need to satisfy the Programme Delegate that the business activity statements are for the same business. This could include proving evidence that, during this period, the business:
- carried out essentially the same business activities;
 - had essentially the same management staff;
 - was operating from the same locations;
 - was using essentially the same assets in deriving its revenue;
- not be named by the Workplace Gender Equality Agency as an organisation that has not complied with the *Workplace Gender Equality Act 2012 (Cth)*.
 - not have previously received a Business Evaluation Report, Business Evaluation Action Plan or a Business Review Report in the last five years.

5.3 How To Apply

To apply for a Business Evaluation, the applicant must complete the online Business Evaluation Application Form at business.gov.au.

An applicant can apply for a Business Evaluation at any time during the life of the Programme.

The application must be completed by an authorised representative of the business, such as:

- Chief Executive Officer;
- Chief Financial Officer
- Director;
- Chair of the Board;
- President
- Authorised manager.

Applications that are deemed to be for a business or project that is substantially the same as a previously ineligible or unsuccessful application may be rejected.

5.4 Assessment and Notification Procedure

The Programme Delegate will decide if an application is eligible under the Programme Guidelines. Subject to available funding, applicants that meet all the eligibility criteria will be approved by the Programme Delegate.

The applicant will be contacted by email with a response within four working days of submitting a complete application.

Where appropriate and where the business meets the eligibility criteria, the applicant may be recommended to receive an alternative Entrepreneurs' Programme service. In this case, the applicant may not have to submit a separate application form.

When the application is approved, the applicant will be assigned a Business Adviser who will work with them to complete the Business Evaluation.

The Business Adviser will contact the applicant to arrange a time to start the service.

The Business Evaluation should be completed within six months from date of approval. The applicant's business should:

- provide access to the business information and key personnel that the Business Adviser needs to meet with to complete their analysis;
- work with the Business Adviser to develop the Business Evaluation Action Plan; and
- support the recommendations in the Business Evaluation Action Plan and implement as many as possible.

All Business Evaluations analyse key financial information for three full financial years, because this often provides a powerful insight into business performance. The applicant will need to provide Profit and Loss Statements and Balance Sheets. The financial statements must have enough accurate information for the Business Adviser to conduct detailed financial analysis.

If the applicant is not approved for a Business Evaluation they will receive notification outlining why their application was not successful.

6. Supply Chain Facilitation For A Tourism Business

Supply Chain Facilitation includes a range of services delivered to a business to facilitate access to supply chain opportunities in the tourism Sector. Participants may attend Customer Connections events or undertake a Supplier Improvement Plan to improve their capability in meeting supply requirements.

Supply Chain Facilitation services are tailored to assist and enable eligible Australian small and medium businesses to participate in domestic and global supply chains, generate sustainable business growth and find opportunities to connect and network with their customers.

Supply Chain Facilitation services include activities to:

- work within a supply chain to find opportunities, improvements and linkages;
- support the entry of eligible businesses into supply chains;
- create and implement a plan which builds and strengthens the business' capability and skills;
- facilitate connections between an eligible business and customers, both domestically and globally;
- share practical information on specific supply chains with industry via business.gov.au.

6.1 Opportunities

Supply Chain Facilitation services (Supplier Improvement Plan and Customer Connections) are tailored around Supply Chain Opportunities. A Supply Chain Opportunity provides a driver to embed a capability or capacity benefit to an EIP eligible business, has the commitment of both the supplying and buying stakeholders within the supply chain, and is either a Tourism business in Northern Australia or within one of the growth sectors:

- Advanced Manufacturing;
- Food and Agribusiness;
- Medical Technologies and Pharmaceuticals;
- Mining Equipment, Technology and Services; and
- Oil, Gas and Energy Resources.

In order to provide the greatest benefit and a targeted service to eligible businesses, the Department engages with decision makers within supply chains, project proponents and delivery partners to identify and characterise Supply Chain Opportunities.

Through the [Supplier Improvement Plan](#) and [Customer Connections](#) webpages on business.gov.au all Supply Chain Opportunities will be published and open to eligible businesses.

6.2 Supplier Improvement Plan

The Supplier Improvement Plan provides a framework for eligible businesses to work with their suppliers and customers to scope supply chain opportunities and efficiencies, and embed capability improvements.

An eligible business will be matched with an experienced private sector Business Adviser or Business Facilitator who will:

- map suppliers and customers within a specific supply chain;
- find other suppliers which could support a specific supply chain;
- identify capability and skills gaps within the business;
- assess how these gaps could be addressed to better meet the needs of customers;
- create and implement a tailored Supplier Improvement Plan, containing practical activities to address these gaps; and
- engage with customers to gain first-hand feedback on areas of alignment and further improvement.

Supplier Improvement Plans are typically generated from the identification of a Supply Chain Opportunity.

6.3 Eligibility For A Supplier Improvement Plan

To be eligible for a Supplier Improvement Plan, applicants must meet each of the following eligibility criteria:

- be a business incorporated in Australia under the *Corporations Act 2001 (Cth)*, that is non tax-exempt and is registered for GST, with trading activities that:
 - form a sufficiently significant proportion of its overall activities as to merit it being described as a trading corporation; or
 - are a substantial and not merely peripheral activity of the corporation.
- satisfy one of the following:
 - be operating in one or more of the Growth Sectors (refer to [Item 9](#)):
 - Advanced Manufacturing;
 - Food and Agribusiness;
 - Medical Technologies and Pharmaceuticals;
 - Mining Equipment, Technology and Services; and
 - Oil, Gas and Energy Resources;

- demonstrate they are committed to, and have the skills, capability, intellectual property or expertise to operate in, one or more of the Growth Sectors in the future; or
 - provide Enabling Technologies and Services to one or more of the Growth Sectors; or
 - be a Tourism business in Northern Australia;
- have an annual turnover or operating expenditure between \$750,000 and \$100 million for applicants from Remote Australia or Northern Australia; and
- be solvent (able to pay their debts as they fall due);
- have been trading for the last three years;
- have filed Business Activity Statements for the last three consecutive years; Applicants may still be eligible if their business structure, ownership or Australian Company Number has changed within the three consecutive year period. In this case, the applicant would need to satisfy the Programme Delegate, that the business activity statements are for the same business. This could include proving evidence that, during this period, the business:
 - carried out essentially the same business activities;
 - had essentially the same management staff;
 - was operating from the same locations;
 - was using essentially the same assets in deriving its revenue;
- not be named by the Workplace Gender Equality Agency as an organisation that has not complied with the *Workplace Gender Equality Act 2012 (Cth)*.
- not have previously received a Business Evaluation Report, Business Evaluation Action Plan or a Business Review Report in the last five years.

6.4 Applying for A Supplier Improvement Plan

If the applicant is not already participating as part of a Supply Chain Opportunity, for the business to get the most out of a Supplier Improvement Plan, prior to applying the applicant should engage with stakeholders in the supply chain to ensure they are willing for an Business Adviser or Business Facilitator to contact them to participate and gather information regarding the supply chain.

To apply for a Supplier Improvement Plan, the applicant must complete the online Supplier Improvement Plan Application Form at business.gov.au.

The applicant can apply for a Supplier Improvement Plan at any time during the life of the Programme.

The application must be completed by an authorised representative of the business, such as:

- Chief Executive Officer
- Chief Financial Officer
- Director
- Chair of the Board
- President
- Authorised manager.

Applications that are deemed to be for a business or project that is substantially the same as a previously ineligible or unsuccessful application may be rejected.

6.5 Assessment and Notification Procedure

The Programme Delegate will decide if an application is eligible under the Programme Guidelines. Subject to available funding, applicants that meet all the eligibility criteria will be approved by the Programme Delegate.

The applicant will be contacted by email with a response within ten working days of submitting a complete application.

Where appropriate and where the business meets the eligibility criteria, the applicant may be recommended to receive an alternative Entrepreneurs' Programme service. In this case, the applicant may not have to submit a separate application form.

The Supplier Improvement Plan will be tailored to address the business' needs. The time it takes to complete the service will depend on:

- the needs that are identified;
- discussions between the Business Adviser/ Business Facilitator and the business; and
- discussions between the Business Adviser/ Business Facilitator and the applicant's customers and suppliers.

At this stage, the business should:

- provide access to business information and key personnel that the Adviser/Facilitator requires to deliver the service; and
- work with the Business Adviser/ Business Facilitator to identify and refine areas for improvement and opportunity.

If the applicant is not approved for a Supplier Improvement Plan they will receive notification outlining why the application was not successful.

6.6 Customer Connections

Customer Connections events provide Supply Chain Opportunities for eligible businesses to engage with their supply chains or be introduced to an individual or small group of potential buyers. This could include an opportunity to:

- participate in guided question and answer panel sessions; or
- attend targeted meetings with a potential buyer(s).

Prior to a connection or engagement, the business will work with a Business Adviser or Business Facilitator and undertake training to refine their value proposition to maximise the businesses potential for a successful engagement.

6.7 Eligibility For Customer Connections

To be eligible for a Customer Connections, applicants must meet each of the following eligibility criteria:

- be a business incorporated in Australia under the *Corporations Act 2001 (Cth)*, that is non tax-exempt and is registered for GST, with trading activities that:
 - form a sufficiently significant proportion of its overall activities as to merit it being described as a trading corporation; or
 - are a substantial and not merely peripheral activity of the corporation.
- satisfy one of the following:
 - be operating in one or more of the Growth Sectors (refer to [Item 9](#)):
 - Advanced Manufacturing;
 - Food and Agribusiness;
 - Medical Technologies and Pharmaceuticals;
 - Mining Equipment, Technology and Services; and
 - Oil, Gas and Energy Resources;
 - demonstrate they are committed to, and have the skills, capability, intellectual property or expertise to operate in, one or more of the Growth Sectors in the future; or
 - provide Enabling Technologies and Services to one or more of the Growth Sectors; or
 - be a Tourism business in Northern Australia;
- have an annual turnover or operating expenditure between \$750,000 and \$100 million for applicants from Remote Australia or Northern Australia; and
- be solvent (able to pay their debts as they fall due);
- have been trading for the last three years;

- have filed Business Activity Statements for the last three consecutive years. Applicants may still be eligible if their business structure, ownership or Australian Company Number has changed within the three consecutive year period. In this case, the applicant would need to satisfy the Programme Delegate, that the business activity statements are for the same business. This could include proving evidence that, during this period, the business:
 - carried out essentially the same business activities;
 - had essentially the same management staff;
 - was operating from the same locations;
 - was using essentially the same assets in deriving its revenue;
- not be named by the Workplace Gender Equality Agency as an organisation that has not complied with the *Workplace Gender Equality Act 2012 (Cth)*.
- have completed, received, or be engaged in a Business Evaluation, Supplier Improvement Plan, Growth Plan, Business Review Report, Continuous Improvement Report, Continuous Sustainable Improvement Plan or an equivalent service.

6.8 How To Apply For Customer Connections

To apply for Customer Connections, the applicant must complete the online Customer Connections Application Form at business.gov.au.

The applicant can apply for Customer Connections at any time during the life of the Programme.

The application must be completed by an authorised representative of the business, such as:

- Chief Executive Officer
- Chief Financial Officer
- Director
- Chair of the Board
- President
- Authorised manager.

Applications that are deemed to be for a business or project that is substantially the same as a previously ineligible or unsuccessful application may be rejected.

6.9 Assessment and Notification Procedure

The Programme Delegate will decide if an application is eligible under the Programme Guidelines. Subject to available funding, applicants that meet all the eligibility criteria will be approved by the Programme Delegate.

The applicant will be contacted by email with a response within ten working days of submitting a complete application.

Where appropriate and where the business meets the eligibility criteria, the applicant may be recommended to receive an alternative Entrepreneurs' Programme service. In this case, the applicant may not have to submit a separate application form.

As Customer Connections events arise the applicant's details will be provided to participating buyers. AusIndustry will then contact the applicant to arrange a time where they will facilitate an introduction between the business and the participating buyer(s).

Prior to a connection or engagement, the business will work with a Business Adviser or Business Facilitator and undertake training to refine the value proposition to maximise the businesses potential for a successful engagement.

If the applicant is not approved for Customer Connections they will receive notification outlining why the application was not successful.

6.10 Information Services

Information Services are supporting event for Supply Chain Facilitation. They are designed to develop, capture and share information to fill key knowledge gaps or develop competencies specific to operating in supply chains. This service can be delivered through a variety of [different mechanisms](#), including but not limited to:

- 'Lessons learnt' reports [drawn from](#) real-world scenarios, [including both](#) successes and failures;
- [Face-to-face](#) group learning on key supply chain topics;
- In-depth training to address specific sectoral or regional supply chain issues; and
- Webinars and other facilitated on-line forums.

Information Services are of most benefit to businesses who are eligible to receive Business Management services or who are participating in Supply Chains, as they are designed to address issues that are relevant to these businesses.

6.11 Eligibility For Information Services

Anyone can apply to attend Information Services.

6.12 Applying For Information Services

To find out when and where supporting events are being held, or to [access](#) the knowledge centre, go to the [Supply Chain Facilitation](#) home page at business.gov.au.

7. Growth Services For A Tourism Business

Growth Services include a range of services that support a business, over a twenty-four month period, to achieve growth through strategic business improvements and connections.

A Business Adviser:

- conducts initial growth opportunity and capability analyses;
- develops a tailored and agreed Growth Plan;
- provides access to specialist Business Advisers and Business Facilitators; and
- brokers' connections to experts and providers to assist the business to capitalise on its growth opportunities.

Upon receipt of a completed and signed Growth Services application, the application is assessed to confirm the business meets the Entrepreneurs' Programme eligibility criteria and is eligible for Growth Services. A Lead Business Adviser will then meet with the business' senior management to conduct the Gateway Assessment and Evaluation. The Gateway Assessment and Evaluation uses information provided in the application and during this on-site meeting to evaluate whether the business has an identified and understood growth opportunity, a demonstrated commitment to growth and the resources and capacity to execute a growth plan.

The Gateway Assessment and Evaluation report is then assessed by the Programme Delegate to determine whether the application is meritorious against the Growth Services merit criteria and should be approved for the service.

If approved, the Lead Business Adviser will meet with the business' management team to develop a customised and agreed Growth Plan. The Growth Plan will identify and prioritise an engagement of up to two years, which includes access to services and professional learning opportunities delivered by specialist Business Advisers, Business Facilitators, and external Consultants as required. The Growth Plan will include an execution plan.

Throughout the Growth Services engagement the Lead Business Adviser will connect the business to expert networks involving peers, researchers, government, industry bodies and other business representatives to enhance continued and sustainable growth. In addition the Lead Business Adviser will advise and broker access to other relevant Commonwealth and State Government assistance.

Participating business are able to apply for a Business Growth Grant to fund activities directly related to the implementation of recommendations identified in the Growth Plan.

To maximise the benefit of the engagement it is expected the business will make available relevant staff and resources to fully participate in and contribute to the development of growth capabilities across the business. The Lead Business Adviser will also meet regularly with the business to support the business's senior management in reviewing progress, identifying new opportunities and overcoming any barriers to implementing the Growth Plan.

7.1 Eligibility For Growth Services

To be eligible for a Growth Services, applicants must meet each of the following eligibility criteria:

- be a business incorporated in Australia under the *Corporations Act 2001 (Cth)*, that is non tax-exempt and is registered for GST, with trading activities that:
 - form a sufficiently significant proportion of its overall activities as to merit it being described as a trading corporation; or
 - are a substantial and not merely peripheral activity of the corporation.
 - satisfy one of the following:
 - be operating in one or more of the Growth Sectors (refer to [Item 9](#)):
 - Advanced Manufacturing;
 - Food and Agribusiness;
 - Medical Technologies and Pharmaceuticals;
 - Mining Equipment, Technology and Services; and
 - Oil, Gas and Energy Resources;
 - demonstrate they are committed to, and have the skills, capability, intellectual property or expertise to operate in, one or more of the Growth Sectors in the future; or
 - provide Enabling Technologies and Services to one or more of the Growth Sectors; or
 - be a Tourism business in Northern Australia;
 - have an annual turnover or operating expenditure within the current financial year, or one of the two previous financial year between \$750,000 and \$100 million for applicants from Remote Australia or Northern Australia; and
 - be solvent (able to pay their debts as they fall due);
 - have operated in Australia for the last three years;
 - have filed Business Activity Statements for the last three consecutive years.
- Applicants may still be eligible if their business structure, ownership or Australian Company Number has changed within the three consecutive year period. In this case, the applicant would need to satisfy the Programme Delegate, that the business activity statements are for the same business. This could include proving evidence that, during this period, the business:
- carried out essentially the same business activities;
 - had essentially the same management staff;
 - was operating from the same locations;
 - was using essentially the same assets in deriving its revenue;
- not be named by the Workplace Gender Equality Agency as an organisation that has not complied with the *Workplace Gender Equality Act 2012 (Cth)*.
 - not have previously received a Business Evaluation Report, Business Evaluation Action Plan or a Business Review Report in the last five years.

7.2 How To Apply For Growth Services

To apply for Growth Services, the applicant must complete the online Growth Services application form at business.gov.au.

The application form includes both Entrepreneurs' Programme eligibility questions and specific Growth Services merit criteria questions. The application for Growth Services also requests relevant documents and information be attached when submitting. At a minimum this will include:

- Profit and Loss Statements and Balance Sheets for the two previous completed financial years.

The application must be completed by an authorised representative of the business, such as:

- Chief Executive Officer
- Chief Financial Officer
- Director
- Chair of the Board
- President
- Authorised manager.

Applicant can apply for Growth Services at any time during the life of the Programme.

7.3 Assessment and Notification Procedure

The Programme Delegate will decide if an application is eligible and meritorious under the Programme Guidelines. Subject to available funding, applicants that meet all the eligibility and Growth Services merit criteria will be approved by the Programme Delegate.

The applicant will be contacted by email with a response within ten working days of the Gateway Assessment and Evaluation meeting.

Where appropriate and where the business meets the eligibility criteria, the applicant may be recommended to receive an alternative Entrepreneurs' Programme service. In this case, the applicant may not have to submit a separate application form.

Merit Assessment

Only applications for Growth Services that are deemed to be Entrepreneurs' Programme eligible applications will proceed to the merit assessment stage.

During the merit assessment stage, a Lead Business Adviser will use evidence provided in the application and during the Gateway Assessment and Evaluation on-site meeting to assess whether the business has a:

- Growth opportunity;
- Growth commitment; and
- Resources and capacity to execute a growth plan.

The Programme Delegate will take the Lead Business Adviser's assessment into account when deciding whether to approve an application for Growth Services.

When the applicant receives notification of their approval their Lead Business Adviser will work with their business over the term of the Growth Services engagement. The Growth Services engagement is for a period of up to two years.

The applicant's Lead Business Adviser will contact and arrange a suitable time to schedule the Growth Plan development meeting. When completed the applicant's customised and agreed Growth Plan will provide the roadmap for their Growth Services engagement.

To maximise the benefit of the service the business should provide access to business information and ensure the participation of key personnel from across the business.

If the application is not approved the applicant will receive notification outlining why the application was not successful and recommending actions that could be taken to strengthen their growth potential. In addition, a Growth Services team member will contact the applicant in person to discuss possible development opportunities for the business. This may include referral to other Entrepreneurs' Programme services where applicable.

8. Tourism Partnerships

Tourism Partnerships is a Service delivered to a group or consortium of businesses to facilitate and encourage joint activities for the benefit of the group or consortium (e.g. marketing and/or packaging of complementary products and services). The focus of Tourism Partnerships is to support firms to realise substantial business benefits from collaboration and alliances.

An experienced private sector Business Facilitator can work with the group to:

- find innovative and collaborative approaches to marketing and/or packaging opportunities for the benefit of all participants;
- identify strategies for collaboration on common business interests;
- help solve common business challenges;
- develop a Tourism Partnership Plan including recommendations for the group or consortium to improve capability and competitiveness.

8.1 Eligibility For Tourism Partnerships

A group or consortium of two or more Tourism Businesses can apply for Tourism Partnerships via a Lead Business. The Lead Business and all other Participants in the group or consortium must be eligible for Northern Australia Tourism Initiative Services. The Lead Business and all other Participants will not be eligible for Tourism Partnerships if they have received a Tourism Partnership Plan in the last five years.

By participating in Tourism Partnerships, a group or consortium may be able to apply for a Business Growth Grant to reimburse up to half of the cost of engaging a consultant (up to a maximum grant of \$20 000) to make improvements that are recommended by the Business Facilitator in the Tourism Partnership Plan. The Lead Business may apply for the Business Growth Grant on behalf of the group or consortium.

Being a participant in a group or consortium in a Tourism Partnerships Service does not preclude the business from accessing an activity in its own right.

8.2 Applying for Tourism Partnerships

To apply for Tourism Partnerships the Lead Business must complete the online Tourism Partnerships Plan Application Form at business.gov.au.

The application form must be completed by an authorised representative of the Lead Business, such as:

- Chief Executive Officer
- Chief Financial Officer
- Director
- Chair of the Board
- President
- Authorised manager.

The Lead Business must provide the details of the businesses that are part of, or wish to be part of the group or consortium on the Tourism Partnership Plan Application Form. The Lead Business will also need to provide copies of letters of commitment from all businesses listed as participants on the Tourism Partnerships application form.

A Business Facilitator can recommend that an eligible Tourism Businesses be added as a participant to a group or consortium after an application has been approved by the Programme Delegate. All additional participants will need to demonstrate eligibility and commitment to Tourism Partnerships in a letter of commitment.

The letter of commitment must be completed by an authorised representative of a business and confirm that the business:

- is part of the group or consortium applying for Tourism Partnerships;
- is a Tourism Business and is eligible for Northern Australia Tourism Initiative Services;
- understands that the group or consortium may be able to apply for a Business Growth Grant to make improvements that are recommended by the Business Facilitator in the Tourism Partnership Plan.

8.3 Assessment and Notification Process

The Programme Delegate will decide if an application is eligible under the Programme Guidelines. Subject to available funding, applicants that meet all the eligibility criteria will be approved by the Programme Delegate.

The applicant will be contacted by email with a response within four working days of submitting a complete application.

Where appropriate and where the business meets the eligibility criteria, the applicant may be recommended to receive an alternative Entrepreneurs' Programme Service. In this case, the applicant may not have to submit a separate application form.

When the application is approved, the applicant will be assigned a Business Facilitator who will work with the applicant to complete the Tourism Partnerships Service.

The Business Facilitator will contact the applicant to arrange a time to start the service.

If the application is not approved for Tourism Partnerships the applicant will receive notification outlining why their application was not successful.

9. Growth Sectors

For the purposes of the Entrepreneurs' Program, a business will satisfy the sectoral eligibility criteria where it can demonstrate it:

- is operating in one of the five growth sectors or provides enabling technologies, inputs or services to one of the five growth sectors as defined below; or
- is committed to, and has the skills, capability, intellectual property or expertise to operate in, one or more of the five growth sectors in the future.

Sector	Description
Advanced Manufacturing	<p>Businesses that adopt innovative technologies or business practices to improve or develop manufactured products, processes or services.</p> <p>This includes the adoption of improvements or innovations across any of a range of manufacturing steps, such as concept, research and development, design, production, logistics, marketing and after-sales services, in order to achieve high-value products, services or business outcomes, including improved responses to market demands.</p> <p>Businesses that supply integral services, technologies or inputs to</p>

Sector	Description
	the manufacturing processes of businesses described above.
Food and Agribusiness	<p>Businesses that undertake food or beverage production, or supply integral services or technologies to support food or beverage production.</p> <p>Businesses that provide integral services, technologies or inputs to support primary production of food and beverages.</p> <p>This definition excludes businesses that are food retailers (including restaurants and cafes) or primary producers, except where they can demonstrate they also substantially undertake the above activities.</p>
Medical Technologies and Pharmaceuticals	<p>Businesses that develop or produce therapeutic, medical or pharmaceutical products or technologies, including complementary medicines.</p> <p>Businesses that provide integral services, technologies or inputs to the development and production of therapeutic, medical or pharmaceutical products or technologies.</p> <p>This definition excludes businesses that are hospitals, medical and other health care services, residential care services, social assistance services and retailers of medical and pharmaceutical goods, except where they can demonstrate they also substantially undertake the above activities.</p>
Mining Equipment, Technology and Services	Businesses in mineral exploration, extraction and mining supply chains, including businesses that provide integral services, technologies and equipment for mining and minerals extraction.
Oil, Gas and Energy Resources	<p>Businesses engaged in the exploration, development and extraction of energy and fuels from oil, gas, coal and uranium.</p> <p>Businesses that provide integral services, technologies and equipment for use in oil, gas and energy resource sectors.</p>
Enabling Technologies and Services	<p>Businesses that provide enabling or supporting technologies, inputs or services to drive business growth or improve business competitiveness in one or more of the five Growth Sectors.</p> <p>Enabling technologies and sectors underpinning the five Growth Sectors include: freight and logistics; infrastructure related construction and services; information and communications technologies; digital technologies; and professional services.</p> <p>Outside of these key enabling technologies and sectors, this definition includes other businesses that enable or support one of the five Growth Sectors through a direct commercial relationship, but excludes routine business operational activities such as legal advice, financial accounting/bookkeeping services, catering and insurance.</p>

10. Businesses Located In Remote Or Very Remote Australia

If the business is located in a remote or very remote part of Australia, according to Australian Bureau of Statistics Remoteness Classifications 2006 (for details refer to www.doctorconnect.gov.au), the businesses must meet the same eligibility criteria except for their turnover which is a minimum of \$750,000 to a maximum of \$100,000,000 per annum.

11. Businesses Located In Northern Australia

Businesses located in Northern Australia which has been defined as being north of the Tropic of Capricorn in Queensland and Western Australia and all of the Northern Territory. Businesses in those locations must meet the same eligibility criteria except for their turnover which is a minimum of \$750,000 to a maximum of \$100,000,000 per annum.

12. Definitions

The following definitions apply:

Business Adviser - A skilled adviser with private sector experience and access to an array of industry resources engaged by Industry Partners to assist in the delivery of Northern Australia Tourism.

Business Facilitators - An industry skilled professional who works with business to facilitate networks, and is engaged by Industry Partners to assist in the delivery of Business Management.

Department - The Commonwealth of Australia as represented by the Department of Industry, Innovation and Science.

Industry Partners - The Commonwealth of Australia as represented by the Department of Industry, Innovation and Science.

Lead Business - A single Tourism Business that:

- a) submits a Tourism Partnerships application form on behalf of a group or consortium of Tourism Businesses;
- b) applies for the Business Growth Grant on behalf of a group or consortium of Tourism Businesses

Programme - The Entrepreneurs' Programme.

Programme Delegate - An official of the Department, appointed to carry out specific functions for the Programme.

13. Professional Advice

If you require assistance relative to making contact with a business evaluation business advisor, please contact your professional accountant/business advisor.

AN IMPORTANT MESSAGE

The forms and commentaries contained in this paper are provided as a guide only and should not form the sole basis for any advice in relation to the particular situation of any person without first obtaining proper professional advice.

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