



Territory Small Business Roadhouse to Recovery Grant



Program guidelines





Program overview

The Northern Territory Government is providing \$4 million of grant funding through the Territory Small Business Roadhouse to Recovery Grant to assist **regional and remote** wayside inns and roadhouse operators to undertake projects that will improve the on-ground visitor experience in the Northern Territory.

This program is aimed at improving our wayside inns and roadhouses as we grow our tourism drive market and encourage visitors to stay in remote regions longer.

Funding has been made available to assist wayside inns and roadhouses to improve their visitor experience with grants of up to \$150,000 in funding to support infrastructure improvements.

Drive holidays provide freedom of choice, affordability, flexibility and time for personal and family connection. As a result of COVID-19 there has been a substantial increase in the tourism drive market, and the expectation is this will continue to grow as more states open their borders. These grants seek to enable

roadhouses and wayside inns to improve their customer experience and build on the Northern Territory's reputation as a compelling destination for self-drive visitors in a competitive Australia wide market.

Wayside inns and roadhouses are small mixed use premises typically built on or near a major highway or important thoroughfare in sparsely populated or remote areas. Wayside inns and roadhouses provide meals and/or groceries, accommodation and/or accommodation sites, activities and fuel for travellers while on a road journey. A roadhouse is usually not a standalone tavern. A wayside inn generally provides all the services of a roadhouse with the addition of providing alcohol and dine-in meals.

One off funding of up to \$150,000 (excluding GST) is available per business.

Businesses will be expected to provide a cash contribution.



Front Cover: Curtin Springs Wayside Inn | Tourism NT/Sarena Hyland
This page: Daly Waters Historic Pub | Tourism NT/Jake Appleby



Guidelines

Successful applicants must:

- demonstrate how the proposal will enhance the visitor experience, increase favourable visitor reviews and increase visitor numbers
- provide an itemised project budget accompanied by quotes. Applications without accompanying budget and quotes may not be considered. Quotes and invoices from family or other registered businesses aligned to the applicant will not be accepted
- be able to complete the project by 30 June 2021
- include the minimum contribution (25%). The Northern Territory Government will fund the remaining 75% of the total project value up to \$150,000
- be able to demonstrate how they meet the remote criteria of this grant program.

Grant funding requested	Applicant cash contribution	Project total
\$15,000	\$5,000	\$20,000
\$60,000	\$20,000	\$80,000
\$120,000	\$40,000	\$160,000
\$150,000	\$50,000	\$200,000

This means if you are requesting a \$150,000 grant then you need to provide a minimum further \$50,000 in cash towards the nominated project.

Please note that in-kind contributions are not considered towards cash contributions.





Available

The Northern Territory Government has assigned a budget allocation of \$4 million.

Priority will be given to projects from remote wayside inns and roadhouses who demonstrate the greatest need for visitor enhancement, as supported by evidence.

Caravan Parks may apply if they meet the eligible criteria as per the below.

Applicants should provide evidence that local NT suppliers and local content will be used to deliver the project.



Eligible Applicants

To be supported through this program, applicants will be assessed on a competitive basis, with priority given to remote owners of wayside inns and roadhouses.

Applicants must:

- be Australian registered and legally constituted
- have a significant Northern Territory tourism focus, currently offering hospitality to the drive market
- be able to identify / provide evidence of the customer experience “problem” or gap and how the funding will improve that gap
- provide, at a minimum, three of the five services: onsite accommodation, sites for caravans or other self-contained mobile accommodation, meals and/or groceries, fuel and activities
- be able to demonstrate how they meet the remote criteria of this grant program.

Agencies of Government and Regional Tourism Organisations are not eligible to apply.



Eligible projects and activities

As a guide only, examples of projects may include (but are not limited to):

1. infrastructure upgrades to address shortcomings in the existing tourism visitor experience (e.g. new ablution blocks, refurbished accommodation, family accommodation)
2. new or improved food and beverage offerings (e.g. kitchen upgrades or new equipment to expand menu offerings)
3. upgrading facilities to accessibility standards (e.g. ramps, bathroom facilities)
4. value adding existing experiences with additional activities (e.g. new playground, new accommodation or new activities to extend a travellers stay in the region).



Ineligible activities

Applications will not be accepted for:

- activities that have commenced before the grant has been approved
- upgrading or developing facilities predominantly for local community use or where there is no clearly defined tourism visitor benefit
- upgrading facilities relating to fuel pumps and services
- marketing, advertising, product promotion activities, regular repairs and maintenance or travel
- administrative or running costs that are normally the responsibility of a business (e.g. rent, insurances, auditing and finance costs etc), state or territory administration or local council fees and charges
- wages or salaries for an applicant’s employees or consultants
- the purchase or lease of mobile/ portable assets including, but not limited to, computers (e.g. desktops or laptops), motor vehicles (e.g. cars, buses or motorcycles), and boats
- purchase or lease of real estate of any type.

Applications will not be accepted where an applicant has not fully acquitted any previous funding from the Department of Industry, Tourism and Trade or Tourism NT.

Please take care to ensure ineligible activities are not included in any application as this will preclude further consideration.



Indicative dates

Applications open

19 November 2020

Applications close

4pm 14 January 2021

Consideration of projects

January 2021

Notification of successful recipients

February 2021

Funding agreements finalised

February 2021

Final date for projects to be completed

30 June 2021

First payment

On receipt of signed funding agreement

Second and final payment

30 June 2021 or upon receipt of acquittal and final report

These dates are indicative and may be changed if necessary (for example, if a larger than anticipated volume of potential projects are received).

Projects may be supported that have been identified through this or another process.



Application Process

The program will operate via a merit based application process. Assessment of projects is by a panel based on written project proposals.

All applications will be accepted via the Grants NT portal only. Businesses can register online via grantsnt.nt.gov.au.

Handwritten submissions will not be accepted.

An email confirmation will be sent within two working days of receipt of each application. In the event a confirmation is not received, applicants should phone 8999 3808 to check progress of their application.

Further discussions with applicants may be required to confirm details in the application form and/or supporting documents. The NT Government may conduct credit checks and other due diligence processes as part of the assessment process.



Assessment Criteria

Eligibility will be assessed based on alignment with eligible applicants and projects/activities detailed on page 4.

Applicants must be able to demonstrate how the nominated project will enhance the tourism visitor experience, increase favourable visitor reviews, increase visitor numbers to remote regions and extend their stay. This could be through providing evidence of:

- customer feedback via social or other platforms, e.g. Tripadvisor or hotel review websites
- customer satisfaction surveys where there is a documented product gap or identified upgrade
- current photos of the wayside inn or roadhouse with details of proposed project enhancements.

In accordance with its Buy Local policy, the NT Government is committed to the development of business and industry in the NT and supporting Territory enterprises. Except where it is impractical for technical reasons, projects should use labour available within the NT and source services, supplies and materials from within the NT.



Funding Agreement

A legally binding funding agreement will be entered into between the Northern Territory Government and successful applicants. The terms and conditions of the agreement will be determined based on the nature of the activity proposed. The agreement will set out:

- the rights and obligations of the Northern Territory Government and the funding recipient
- requirements with respect to “buy local” provisions and cash co-contribution, noting if these conditions, where applicable, are not met during project acquittal, applicants will be required to repay grant funding to the Department
- agreed project plan and budget as per application
- half way progress report requirements
- reporting and funding acquittal requirements
- requirements for recognising NT Government support and promotional obligations arising from receipt of funding. Applicants should note details of successful funding recipients will be advised publicly and recorded in the Department’s annual report
- professional indemnity insurance requirements.



Payment of funding

Successful recipients will receive their funding via two payments. The payments will be made as follows:

First payment

Successful recipients will have 14 days from notification to accept the funding offer. Half of the funding will be paid to the successful recipient on receipt of the signed funding agreement and a signed statutory declaration form to confirm the applicant is project ready and will meet the guidelines of the grant program.

Second payment

The remaining funding will be paid on receipt of accepted acquittal documentations including a final report (attaching photos and images of the project/s), copies of invoices, permits and insurances.

The panel may include special conditions such as evidence of financial contribution, permits in place or project support from third parties which may be imposed as a condition of releasing any funding payments.

The Department may request a site inspection to view project progress and/or completed work.



Requests for variations

Once a funding agreement has been signed, successful recipients may find that their project needs to alter. Any variations to approved funding recipients must be requested in writing.

The panel will consider minor variations to successful projects such as:

- minor variation to the project completion date
- minor variation to the materials used
- minor total budget variations.

Requests for a major variation to successful projects will not be considered. For example, if a project is approved to build new accommodation, the project cannot be varied to build an ablution block.

Requests for a major variation to successful projects budgets may be considered. For example, if a project is approved to build new cabins and the recipient is granted \$150,000 based on a total project spend of \$300,000, if the project is subsequently revised to only be a total spend of \$200,000, the panel reserves the right to review the level of grant funding offered.



Further information

For further information contact strategy.tourism@nt.gov.au or telephone 08 8999 3808.

A copy of these Guidelines is available at: <http://www.tourismnt.com.au/en/industry-resources/grants-and-funding>.

Tourism NT’s corporate website www.tourismnt.nt.gov.au is a valuable resource for accessing information to support applications including tourism research and strategies.



Inside the Erldunda Roadhouse
Tourism NT/Matt Glastonbury

