



Frequently Asked Questions

Boosting Female Founders – Round 1

1. What is the Boosting Female Founders Initiative?

The Boosting Female Founders Initiative (the program) will run over three years from 2020-21 to 2022-23. The program is part of the Women's Economic Security Package, which helps to support more Australian women into work and supports Australia's international obligations under the *Convention on the Elimination of all forms of Discrimination against Women* (CEDAW). The program will provide targeted support on a co-contribution basis to female founders of start-up businesses to launch, scale and expand into domestic and global markets.

2. Who can apply?

Female founded (majority women-owned and women led) startups can apply for this funding.

You will need to provide evidence in the application process that your startup is majority owned and led by women.

A female founded startup is at least 50 per cent women owned (equity or shares) and at least 50 per cent of the founding team or senior managers (i.e. C-suite executive level managers, such as Chief Executive Officer, Managing Director, Chief Technology Officer, Chief Operating Officer, and Chief Finance Officer) are women.

3. What funding is available?

The Australian Government has announced a total of \$18 million over three years for the program from 2020-21 to 2022-23. For round one, \$6 million is available.

The grant amount will be up to 50 per cent of eligible project costs - this is known as the grant percentage, unless you meet additional

requirements. The grants will be provided in two tiers as follows:

- \$25,000 to \$140,000 (tier one)
- \$100,001 to \$480,000 (tier two).

You will need to select which tier you are applying for.

If you meet at least one of the additional requirements you may receive a higher grant percentage up to:

- 70 per cent of the eligible project costs (tier one)
- 60 per cent of the eligible project costs (tier two).

Refer to the grant opportunity guidelines for additional information on grant percentage amounts.

The additional requirements are where you can demonstrate your startup is at least one of the following:

- located in an inner regional, outer regional, remote or very remote area (as per the [Australian Statistical Geography Standard - Remoteness Area](#)), we are using the Department of Health [Workforce Locator tool](#) to confirm classifications (select 2016)
- an Indigenous business
- founded and led by a first-generation migrant or refugee
- founded and led by a person or persons with a disability.

You must provide further information in your stage two grant application to justify your claim for the higher grant percentage.

4. What type of contributions are eligible for the co-contribution?

You are responsible for any remaining eligible project expenditure if your project budget goes over the maximum amount, plus any ineligible expenditure. Contributions to your project must be **cash** (not in kind).

You may seek contributions from private investors and industry partners.

You cannot use funding from other Commonwealth government grants. You may seek funding from other State, Territory and local government grants, to fund a maximum of 10 per cent of the balance of project expenditure not covered by the grant.

5. My total project expenditure is above the tier cut offs, but I'm not sure if all my project costs are 'eligible', what can I do?

Review appendix A of the guidelines, and ineligible expenditure in appendix B. Use this as a guide to determine your total eligible project expenditure. The tier you can apply for is based on your total eligible project expenditure ONLY.

You are responsible for the remaining eligible project expenditure plus any ineligible expenditure.

6. What evidence will I be required to submit to demonstrate I am a female founded (majority owned and led) startup?

You will need to provide evidence including documentation proving ownership, partnership and management arrangements.

For example copies of your ASIC documents verifying ownership, shareholdings or partnerships arrangements would assist in verifying your company is 50% female owned. Documents outlining your organisation structure/chart and identifying the management team of the company would assist in proving that your company is 50% female led.

7. What evidence will I be required to submit to demonstrate I am an indigenous business?

You will need to provide documentation such as Indigenous Business Direct (Supply Nation) registration or confirmation of Aboriginality documents, confirming you are an Indigenous business.

8. What evidence will I be required to submit to demonstrate I am a migrant or refugee?

You will need to provide a certified copy of your permanent residency status and/or citizenship certificate confirming you are a

permanent resident of Australia, or an Australian citizen for first-generation migrants and refugees.

You may access the [Visa Entitlement Verification Online System \(VEVO\)](#) to download a record of your relevant visa details and conditions.

9. What evidence will I be required to submit to demonstrate I am a person with a disability?

You will be required to provide a letter from a registered medical practitioner confirming that you are a person with a disability. See template on business.gov.au/bff

10. What evidence will I be required to submit?

In stage one, the EOI, you will be required to submit evidence that your start-up is female founded (majority owned and led by women), which could include documentation proving ownership or partnership arrangements (see Q6).

In stage two, the grant application, you will be required to submit:

- evidence of support from the lead founder/s, the board, Chief Executive Officer (CEO) or equivalent
- evidence to support your source of funding (e.g. letter from contributor/s confirming funding amount)
- pitch deck (PDF PowerPoint presentation max 10 slides) to support your response to the assessment criteria
- business plan, including revenue model, customer acquisition and company/management structure, scope, implementation methodology, timeframes, budget, risks and how you will measure the success of the project (tier two applicants only, see section 6.2.2 Assessment criterion 2)
- evidence to meet the additional requirements for a higher grant percentage (if applicable)

11. What are the opening and closing dates?

The program will open for Expressions of Interest (stage one) on 17 March 2020 at 9 am AEDT.

Applications for Expressions of Interest (stage one) will close on 14 April 2020 at 5 pm AEST.

If your EOI application is successful you will be invited to submit a stage Two application which is expected to open in June and close in September 2020.

12. What is the maximum project period?

The maximum project period is up to:

- 12 months (tier one)
- 24 months (tier two)

13. Where can I find application forms?

You can complete and submit an application through the on-line portal accessible on www.business.gov.au/bff

14. Can I submit a late application?

No, we cannot accept applications after the published closing date and time.

15. Can I submit a joint application?

No, joint applications are not permitted.

16. Can I submit multiple applications in the same round?

Yes, you can submit more than one application in the same round for both tier one and tier two grants.

17. Can I apply in the next round if I am unsuccessful in this one?

Yes, you can submit a new application for the same (or similar) project in any future funding rounds. You should include new or more information to address the weaknesses that prevented your previous application from being successful. If a new application is substantially the same as a previous ineligible or unsuccessful application, we may refuse to consider it for assessment.

18. I don't have access to the internet, how else can I apply?

Call 13 28 46 to speak to someone who can assist you.

19. Will there be any public consultation sessions?

Public consultation was undertaken between August and October 2019 to inform the design of the program. There will not be any public consultation sessions.

20. How many rounds will there be and how often?

There will be three rounds, over three years from 2020 - 2023.

21. If successful, when can I commence my project?

If you are successful, you should be able to commence your project around November 2020.

22. If successful, when will I receive payments?

For tier one grants we will pay 100 per cent of the grant on execution of the grant agreement.

For tier two grants we will make an initial payment on execution of the grant agreement. We will make subsequent payments six monthly in advance, based on your forecast eligible expenditure and adjusted for unspent amounts from previous payments.