

# Frequently asked questions

## What is the AABG?

The Access Asia Business Grants (AABG) program is an initiative of the Department of Jobs, Science, Tourism and Innovation (JTSI) to support Western Australian (WA) small and medium enterprises (SMEs) and organisations to advance their international business efforts in Asian markets.

The aim of the AABG is to help businesses improve their Asian business capability and commercialise their products or services by collaborating with Asian business providers or engaging specialist support services to get their products or services export ready or to bring them to market.

Round 1 of the program opened on 16 September 2019 and had 14 recipients.

Round 2 will focus on helping firms build and/or maintain competitiveness in Asian markets to contribute to WA's economic recovery.

As international travel is currently not possible in the foreseeable future, the new grants will assist WA owned and/or operated SMEs to engage in activities that will enable them to:

- adopt new business models to expand market share
- scope new supply or value chains
- develop export plans that manage COVID-19 implications
- access new Asian markets or sectors
- develop new partnerships through specialist in-market support and services
- increase innovation in logistics and supply chain models
- scope new e-commerce models and digital platforms
- gather in-market intelligence to capture new opportunities
- develop new marketing collateral for Asian markets.

## Why is Round 2 being run as an Expression of Interest (EOI)?

Round 2 of the AABG opens at 9am, Monday 12 October 2020. It will focus on WA's economic recovery and priority sectors.

The EOI is an invitation to SMEs, Asian business councils and industry associations to describe how a grant would be used to support business growth in Asia and assist WA's economic recovery. An estimated project budget should be included.

JTSI will convene a panel to score applications, which will be evaluated against the assessment criteria to determine the extent to which the application meets the aim/key outcomes of the AABG (outlined in the Guidelines), align with the objectives of the Asian Engagement Strategy (outlined below) and whether they offer value for money as an investment when compared to other submitted EOIs.

The objectives of the [Asian Engagement Strategy](#) are to:

- Increase trade, exports and investment opportunities
- Generate strategic economic benefit for the WA economy
- Contribute towards the diversification of the WA economy
- Contribute towards an increase in jobs for Western Australians

A shortlist of applications will be presented to JTSI for approval.

The assessment criteria can be found in the AABG Guidelines that can be accessed [here](#).

## What happens next?

Shortlisted applicants will be invited to submit a more detailed 2 to 3-page project proposal, including a budget.

A panel convened by JTSI will evaluate the proposals against the assessment criteria. Project proposals that meet JTSI's due diligence requirements and assessment criteria will be presented to JTSI's Director General for approval.

A Letter of Offer and Financial Assistance Agreement (FAA), detailing the terms and conditions of funding, will be sent to successful applicants, who will be required to sign and return the FAA along with a tax invoice for the grant amount, excluding GST. Grant funds will be paid upfront in a lump sum via electronic funds transfer to the nominated bank account upon receipt of all required documents.

## How much funding is available in Round 2?

Grants up to \$10,000 (excluding GST) are available to a maximum of 20 eligible applicants for projects that must be completed within 6 months of acceptance and endorsement of the Financial Assistance Agreement. The grant will be on a co-investment basis at a rate no less than 20% (applicant) to 80% (State Government) funding. All co-investment items may be subject to an independent audit.

## How do I apply?

In order to be considered eligible, and to be included in the evaluation process, an EOI application must be received by 12 noon, Friday 23 October 2020. Applications received after this time will not be considered.

The EOI application form is available [here](#). Once completed, the application should be emailed to [accessasia@jtsi.wa.gov.au](mailto:accessasia@jtsi.wa.gov.au).

Shortlisted applicants will submit project proposals via an online portal that will allow them to work on the proposal until the closing date. Late applications or extensions will not be permitted.

## When will I know the outcome of my application?

All EOI applicants will receive a letter via email in early November advising them of the outcome of their submission.

Successful grant recipients will be announced in early December.

Feedback on an application is available by contacting [accessasia@jtsi.wa.gov.au](mailto:accessasia@jtsi.wa.gov.au)

## What happens once a project is completed?

Grant recipients will have 6 months from the date of the Financial Assistance Agreement to complete their project. The acquittal process requires grant recipients to complete an online end-of-project report and provide evidence of project completion including formal invoices.

## What happens to unspent grant funds?

If it is determined during the acquittal and post-project reconciliation process that the project has unspent grant funds, those funds must be refunded to the department.

## Who can I speak to about the grants?

Contact the Western Australian Government [global offices](#) to discuss your overseas export and trade plans.

Contact the Access Asia Business Grants team for more information on the grants process.

Email: [accessasia@jtsi.wa.gov.au](mailto:accessasia@jtsi.wa.gov.au); Phone: 08 6277 2927

Refer to our website: [www.jtsi.wa.gov.au/accessasia](http://www.jtsi.wa.gov.au/accessasia)