



Distillery Support

**Business Growth
Fit-for-Purpose Grant**

AGRICULTURE VICTORIA



Acknowledgment

We acknowledge and respect Victorian Traditional Owners as the original custodians of Victoria's land and waters, their unique ability to care for Country and deep spiritual connection to it. We honour Elders past and present whose knowledge and wisdom has ensured the continuation of culture and traditional practices.

We are committed to genuinely partner, and meaningfully engage, with Victoria's Traditional Owners and Aboriginal communities to support the protection of Country, the maintenance of spiritual and cultural practices and their broader aspirations in the 21st century and beyond.



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Accessibility

If you would like to receive this publication in an alternative format, please contact the grants administrator distilleryprogram@agriculture.vic.gov.au.



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What is the Business Growth Fit-for-Purpose Grant?

The Business Growth Fit-for-Purpose Grant (the Grant) will provide direct funding for tailored projects designed to help distillers take the next step in the development of their business.

The grant aims to:

- Support individual distilleries to build resilience and increase business capability, capacity and efficiency through investment and improvements of on-site infrastructure, sustainability and safety improvements, export capability or marketing
- Ensure Victoria continues to be a premium producer of distilled alcoholic beverages and remains globally competitive
- Enable Victoria to become a leader in Australian distilled alcoholic beverage production.

Who can apply?

In order to apply, applicants must:

1. Have a current Australian Business Number (ABN)
2. Be registered as a business in Victoria
3. Be a legal entity¹
4. Own at least one still with a capacity of fifty (50) litres or more
5. Hold a valid ATO Manufacturer's Licence to produce distilled alcoholic beverages
6. Hold a current General, Producer's or Remote Seller's Liquor Licence issued by Liquor Control Victoria
7. Agree to participate in future Program evaluation activities
8. Meet all workplace and employment obligations as an employer in accordance with the National Employment Standards and the rights and obligations under applicable industrial awards
9. Be able to meet the agreed (minimum 30 or 50%) cash co-contribution requirement

Who cannot apply?

You are not eligible to apply if you are:

- A producer of spirits that do not distil their own alcoholic beverages
- A state government department, agency or local council
- An unincorporated association and franchise
- A potential applicant who has applied for another state government grant for the same project
- Not based in Victoria

¹A legal entity is an association, corporation, trustee of a trust, or individual that has legal standing in the eyes of the law. A legal entity has legal capacity to enter into agreements or contracts, assume obligations, incur and pay debts, sue and be sued in its own right, and to be held responsible for its actions.



What might be funded?

Grant funding may be used for the following types of projects:

- Plant and equipment to facilitate growth and competitiveness of businesses to meet demand and improve cost
- Technology adoption (excluding on-going maintenance and service support costs) to increase business efficiency
- Items that support product diversification and new product development
- Items that build on the Hazardous Areas and Dangerous Goods Audit; (HADGA) or general safety improvements at the distillery not eligible under the HADGA
- Items that enhance sustainability including electrification, greenhouse gas emission reduction, energy saving, waste reduction, water reduction
- Activities that increase export capability
- Marketing activities that increase consumer awareness of your product

Other eligible expenditure may be considered on a per case basis.

Please note: It is expected that there will be a high level of demand for funding under this program. Applicants must not assume they will be successful or enter into commitments based on that assumption before receiving formal notification of their application outcome.

What will not be funded?

- Grants will not be provided for retrospective activities or purchases (i.e. activities that have occurred or purchases made prior to execution of the Grant Agreement or the commencement date for the project as set out in the Grant Agreement)
- Ongoing operating expenses or other 'business as usual' expenses (including but not limited to utility and product costs; maintenance and service support costs; advertising and social media; operational wage-related costs; online costs - such as internet connectivity, website domain names and hosting; e-commerce platforms)
- Single use items (e.g. bottles, labels, produce etc.)
- Fees associated with permits for planning or annual certification
- Costs associated with applying for government grants and funding programs
- The purchase, lease or acquisition of land
- Travel, flight and accommodation costs
- Any vehicles (including tractors, forklifts, mortised bikes etc.) or vehicle associated costs
- Items without a quote or rationale as to why no quote can be provided

Any ineligible expenditure associated with the overall project must be met by the recipient.

What are the funding details?

Funding of up to \$200,000 (GST exclusive) is available to successful applicants.

Successful applicants will be required to make a cash co-contribution of a minimum of 30 or 50% of the total eligible expenditure on the project.

Co-contribution will be:

- 30% cash co-contribution if no more than 10,000 litres of alcohol (LALs) produced in 2023/24
- 50% cash co-contribution if greater than 10,000 litres of alcohol (LALs) produced in 2023/24

Co-contributions must be cash. In-kind contributions such as labour are not included. Any additional or ineligible costs associated with the overall project must be met by the grant recipient.

What are the assessment criteria?

Applications will be assessed by the Department of Energy, Environment and Climate Action (the Department or DEECA) on merit against the assessment criteria as outlined below. The highest-ranking applications will be recommended for funding until funds are fully subscribed.

All supplementary attachments and information provided as part of the application will be taken into consideration during the assessment process. Items without quotes or rationale as to why no quotes are provided will be ineligible.

Assessment Criteria	Weighting
Applicants must demonstrate that project will support their distillery to grow - increasing business efficiency or capacity, the adoption of new technology, improve safety or sustainability, export capability or marketing	50%
Applicants must demonstrate capability to manage and deliver the project, including any logistics, permits and a clear project plan (where applicable)	20%
Applicants must demonstrate that the proposed project represents good value for money and will support their business operations	20%
Applicants must demonstrate that the project will be completed within the required timeline	10%

What supporting documents will need to be provided?

Please provide relevant documents for your application.

- A maximum of **eight (8)** documents can be uploaded. This includes:

Document Type	Notes
Licences	Copies of your ATO Manufacturer's Licence to produce distilled alcoholic beverages and your General, Producer's or Remote Seller's Liquor Licence issued by Liquor Control Victoria
Quotes	Itemised quotes that include the supplier's business details and ABN If no quotes are provided as part of the application, the application must state why quotes are not attached

What are the funding conditions?

Successful applicants must sign a Grant Agreement that includes a standard set of terms and conditions and project-specific obligations, to receive the approved grant. The Department will enter into one Grant Agreement per eligible project.

All expenditure is to be incurred only after execution of the Grant Agreement (once the Grant Agreement has been signed by the Department and returned to the applicant).

The activity does not include using the funding for political campaigning or advocacy activities for political parties.

Recipients must attest to having obtained all relevant regulatory permits and approvals for the project to commence (where applicable).

The project **must be completed and fully acquitted within three (3) months** of the execution of the Grant Agreement. Exceptions will be considered on a case-by-case basis.

The Department reserves the right to withdraw the offer of grant funding and/or review the Grant Agreement, if the approved project has not commenced within three (3) months of the execution of the Grant Agreement.

The Grant Agreement is a legally enforceable document that defines the obligations of both parties. The Grant Agreement will set out the requirements or conditions that must be met prior to payment of a grant instalment to a recipient and may include submission of the following:

- evidence of completion of the funded project (for example receipts for purchase of equipment or provision of services)
- a statutory declaration.

A schedule of milestone payments may be available upon request.

Payment of grant instalments is made via electronic funds transfer to a nominated bank account and may take up to four (4) weeks to process.

Legislative and regulatory requirements

In delivering the activity grant recipients are required to comply with all relevant Commonwealth and state legislations and regulations, including but not limited to:

- *The Privacy Act 1988 (Commonwealth)*
- *The Freedom of Information Act 1982 (Vic)*
- *Occupational Health and Safety Act 2004*

Tax implications

Applicants should consult the Australian Taxation Office or seek professional advice on any taxation implications that may arise from this grant.

Absolute discretion

The Department's decisions on all matters pertaining to the award of a grant under this program is at the Department's absolute discretion. This includes approving a lesser amount than that applied for.

The Department reserves the right to request the applicant provide further information should it be deemed necessary.

The Department reserves the right to amend these guidelines and the application terms at any time as it deems appropriate in its absolute discretion.

The Department makes no representation that a grant of funds will be made to any applicant and reserves the right to make no funds available under the Program.

All costs in connection with this application are the responsibility of the applicant.

Publicity

Grant recipients may be asked to assist the Department in promotion of the Program. This may include involvement in media releases, case studies or promotional events and activities.

The Department may request recipients to fact check any text and seek approval to use any owned imagery associated with the project prior to the publication of any such promotional materials.

Recipients must not make any public announcement or issue any press release regarding the receipt of a grant without prior written approval from the department.

The Department may publicise the benefits accruing to the successful applicant and/or the State associated with the provision of the grant and the State's support for the Project. The Department may include the name of the recipient and/or grant amount in any publicity material and in the Department's annual report.

If requested by the Department, the recipient must ensure that the State's support for the grant is acknowledged on all promotional materials and appropriate signage (available at www.deeca.vic.gov.au/grants) or as otherwise specified by the Department.



Privacy

Any personal information about you or a third party in your application will be collected by the department for the purposes of administering your grant application and informing Members of Parliament of successful applications. Personal information may also be disclosed to external experts, such as members of assessment panels, or other Government Departments for assessment, reporting, advice, comment or for discussions regarding alternative or collaborative grant funding opportunities. If you intend to include personal information about third parties in your application, please ensure that they are aware of the contents of this privacy statement.

Any personal information about you or a third party in your correspondence will be collected, held, managed, used, disclosed or transferred in accordance with the provisions of the *Privacy and Data Protection Act 2014* and other applicable laws.

DEECA is committed to protecting the privacy of personal information. You can find the DEECA Privacy Policy online at www.deeca.vic.gov.au/privacy.

Requests for access to information about you held by DEECA should be sent to the Manager Privacy, P.O. Box 500 East Melbourne 8002 or contact by emailing Foi.Unit@deeca.vic.gov.au.

What is the application process?

Please ensure you read these program guidelines thoroughly. Applications must be submitted online via the Agriculture Victoria [website](#) by the closing date. Please note that late applications will not be accepted.

Applicants will need to provide details of eligibility as detailed in *Who can apply?*

Applications will be assessed as per the *Assessment Criteria*; there is no guarantee an application will be successful.

Applicants will be advised in writing via email of the outcome of their application within six to eight (6-8) weeks from the closing date, however this may take longer if large volumes of applications are received.

Opening and closing dates will be listed on the website.

Further information

If you require assistance submitting your application online, email grantsinfo@deeca.vic.gov.au.

Additional information about the Distillery Door Program can be found on our [website](#) or by contacting:

Agriculture Victoria

Department of Energy, Environment and Climate Action

Tel: 136 186

Email: distilleryprogram@agriculture.vic.gov.au