



# Grant Guru.

How to guide.



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## Introduction:

Baw Baw Shire Council is proud to partner with Grant Guru, to provide you with the 'Baw Baw Grant Finder'. Available to all local businesses, community groups, not-for-profits, and individuals; this site provides a comprehensive list of grant and funding opportunities available to you, and the best part, registration is completely free!

Available grants are opening regularly to support a variety of industry and community initiatives. By registering, you can filter down on your industry type and request email notifications direct to your inbox for any relevant and suitable funding as they become available.

There are some "Top Tips" available on how to get started and DIY grant writing tips for success.

Registration also includes:

- Favourites: save grants to a shortlist.
- Prioritise: assign a priority to a grant.
- Diarise: keep track of opening and closing dates.
- Track: organise by application stage.
- Stay informed when your favourites are updated.

## Registration:

Is as simple as clicking on the below link and following the prompts.

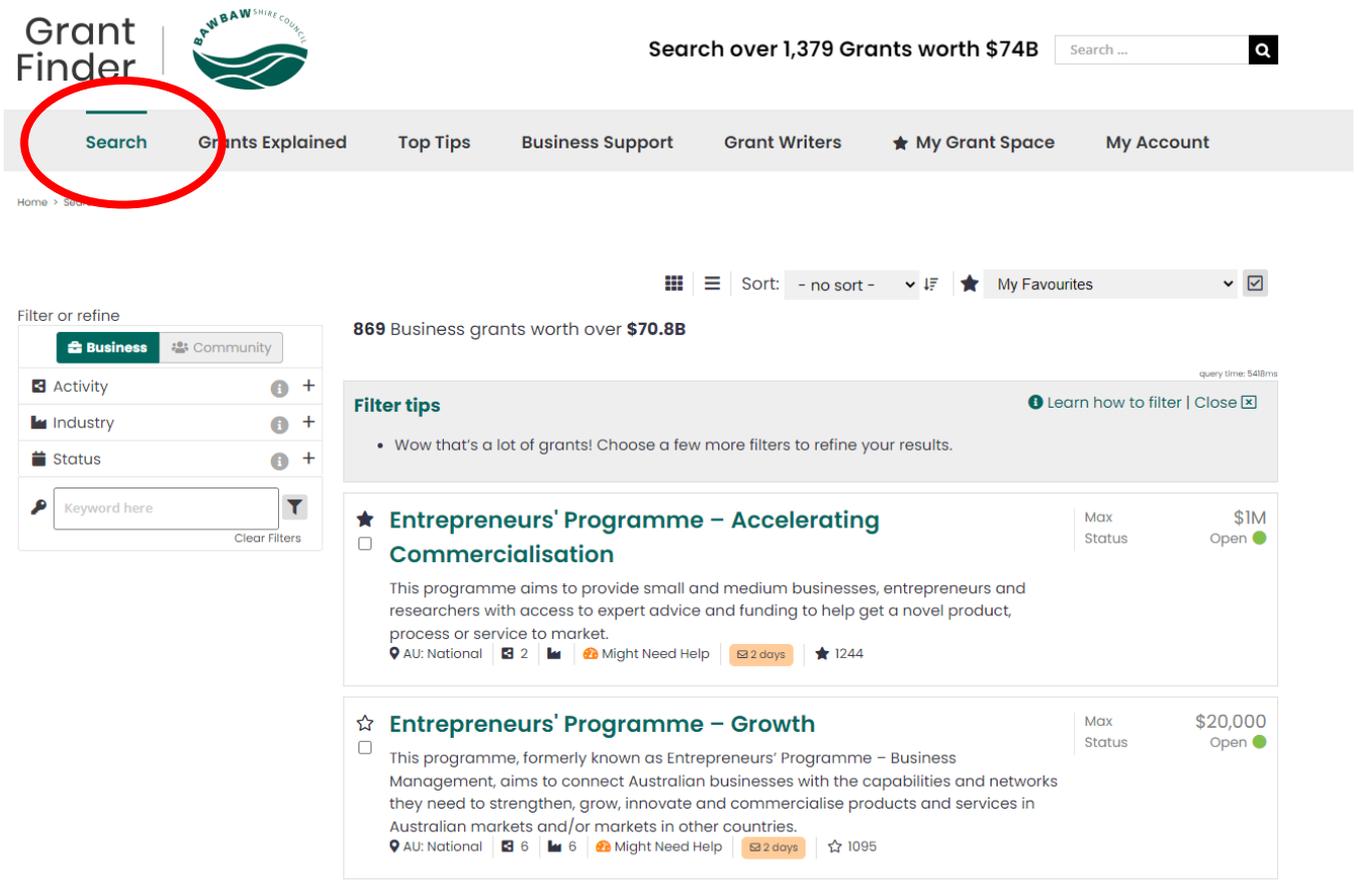
[Register - Baw Baw Grant Finder \(grantguru.com.au\)](https://grantguru.com.au)

You will be prompted to enter your name, email address, and create a password. To help with finding relevant grants, you will be asked to complete a few quick questions specific to your business.

## Logging In:

1. Click [Baw Baw Business Builder \(grantguru.com.au\)](http://grantguru.com.au)
2. Enter your Username and Password
3. Confirm that you are not a robot
4. Click Login

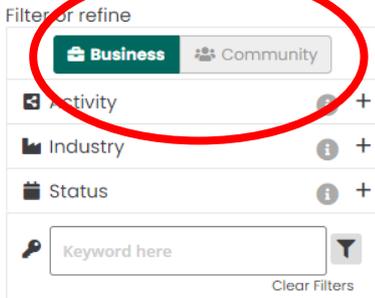
## Search Tab:



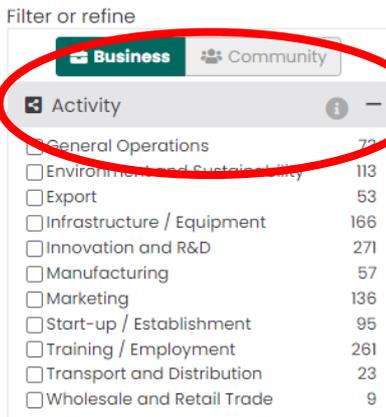
The screenshot shows the Grant Finder search interface. At the top left is the 'Grant Finder' logo and the Baw Baw Shire Council logo. To the right, it says 'Search over 1,379 Grants worth \$74B' with a search input field. Below this is a navigation bar with tabs: 'Search' (highlighted with a red circle), 'Grants Explained', 'Top Tips', 'Business Support', 'Grant Writers', 'My Grant Space', and 'My Account'. Below the navigation bar, there are filter options for 'Business' and 'Community'. A 'Filter or refine' sidebar on the left includes filters for 'Activity', 'Industry', and 'Status', along with a 'Keyword here' search box. The main content area shows '869 Business grants worth over \$70.8B'. A 'Filter tips' box suggests adding more filters. Two grant listings are visible: 'Entrepreneurs' Programme – Accelerating Commercialisation' (Max Status \$1M, Open) and 'Entrepreneurs' Programme – Growth' (Max Status \$20,000, Open).

## Filtering Searches:

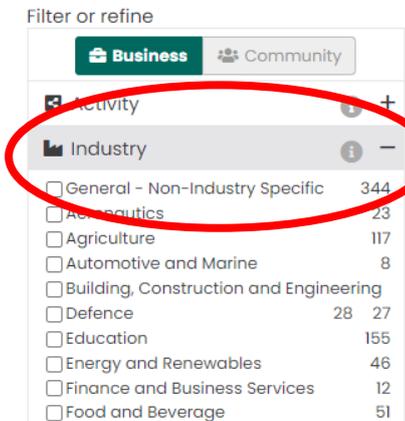
1. Select Business or Community depending on your business type.



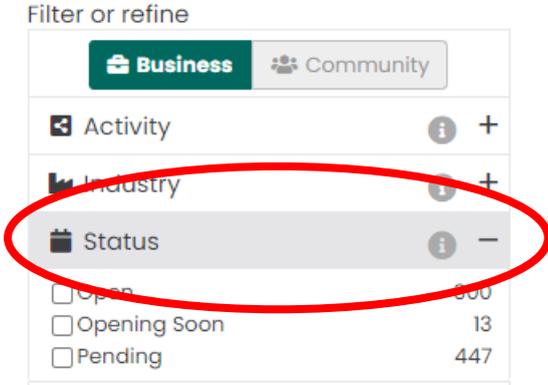
2. Filter your activity search by clicking on the + to drop down activity types and select activities relevant to your business.



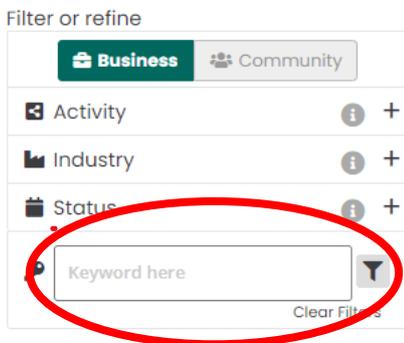
3. Filter your industry search by clicking on the + to drop down the industry types and select the industry relevant to your business.



4. Filter your status search by clicking on the + to drop down the status types and select the status relevant to your business.

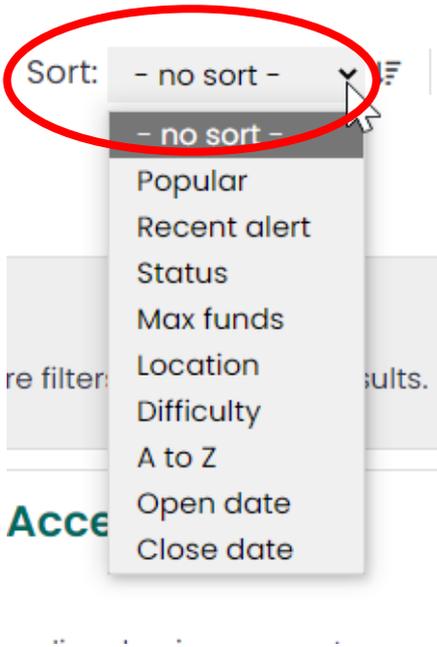


5. Searches can be conducted using keywords also. This can be done in the Filter or refine section, or alternatively from the Quick Search section at the top right-hand side of the page.



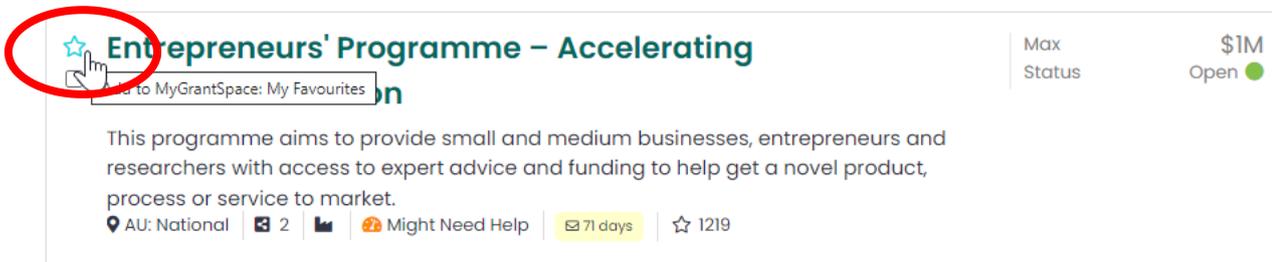
## Sorting Grant Types:

Grant types can be sorted in the order of which you wish to view the relevant grants that appear in your search. These filters can help narrow your search further.



## Adding a Grant to ‘My Favourites’:

You can add grants to your favourites by clicking on the star symbol to the left-hand side of the grant.



## Grants Explained Tab:



Home > Grants Explained

### Grants Explained

Grant funding is a way to help build thriving communities. Our aim is to empower local businesses, community groups, sporting clubs and not-for-profit organisations to easily find and successfully apply for grants to turn ideas into reality...without wasting time and effort.

#### The purpose of grants

Funding is offered by government and private corporations to help them fulfil their strategic policies, objectives and aims. When your project aligns with these aims and goals then you are more likely to be successful with funding. Grants are part of a bigger picture so ensure you consider the purpose of the funding program before you apply.

#### What are grants for?

Grants are generally provided for projects, with a beginning and end, rather than to just run your organisation. Grants are available for a broad range of activities with a business or community focus:

The Grants Explained tab explains the purpose of grants, the difference between Business and Community Grants, and shares their 4 Steps to Grant Success.

## Top Tips Tab:



Home > Top Tips

### Top Tips

Here are four DIY grant writing tips for success.



#### 1. Be strategic!

Match what funding is available and when, we all know that writing a grant application in a rush rarely works.



#### 2. Alignment

Make sure you find grants that align well with the future direction of your organisation. Find out the 'how and why' and a bit more about the funding provider to ensure it's a great match.



#### 3. Avoid making simple mistakes.

Make sure you have somebody working with you on the application or at least have someone check it before you submit it.



#### 4. Live up to your funding obligations.

Make sure you're prepared to provide interim and final reports to the funding provider to keep up your end of the agreement.

The Top Tips tab helps you find all the best advice to help you become successful when it comes to writing and applying for grants with Grant Guru's "Four DIY grant writing tips for success".

## Business Support Tab:



### Business in Baw Baw

Located just an hour from Melbourne, Baw Baw Shire is one of Victoria's fastest growing municipalities with freeway and railway access into the centre of Melbourne, Melbourne's Docks, Tullamarine and Avalon Airports. From the alpine majesty of the Baw Baw Plateau, down to the lush, green valleys and gourmet country pastures, Baw Baw Shire offers its residents that country lifestyle with beauty and charm, but also all the comforts of the city.

Starting or growing a business in Baw Baw Shire? We want to hear from you! This is a short introduction to our Economic Development Team and a link our "Your Business" page on our website.

## Grant Writers Tab:



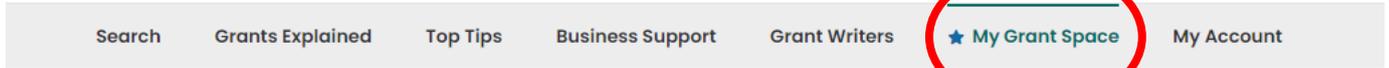
### Grant Writers

Although you can write many grant applications yourself, the difficulty of some may lead you to seek the assistance of an external professional. Limited internal staffing may also lead you to choose this method.

Our network allows you to find a grant writer with the right skills and industry alignment to suit your organisation. Here you can connect with grant writers all over Australia with expertise across a variety of grant programs and industry sectors. We don't charge these advisors or collect a referral fee, we just want to make sure you have access to the best and most trusted writers. How much it costs you to engage a writer is between you and them.

Each of the grants listed on Grant Guru have a difficulty scale attached to them, DIY or Might Need Help. Should you require help with writing your grant application, it is on the Grant Writers tab that you can connect with a Grant Writer. Have a read of the short introduction about what each writer specialises in, click the one most suitable to your industry, business, and grant type that you are interested in applying for.

## My Grant Space Tab:



Home > My Grant Space

### MyGrantSpace

- Dashboard
- Favourite grants
- Manage my lists



#### My Stages

List	#Grants	#Favs	Seeking \$	Max \$
Watching	1	1	NA	\$1M
Applying	0	0	NA	NA
Unsuccessful	0	0	NA	NA
Won	0	0	NA	NA
<b>Total</b>	<b>1</b>	<b>1</b>	<b>NA</b>	<b>\$1M</b>

#### My Priorities

List	#Grants	#Favs	Seeking \$	Max \$
Critical	0	0	NA	NA
Major	0	0	NA	NA
Minor	0	0	NA	NA
Nice to get	1	1	NA	\$1M
<b>Total</b>	<b>1</b>	<b>1</b>	<b>NA</b>	<b>\$1M</b>

#### My Progress

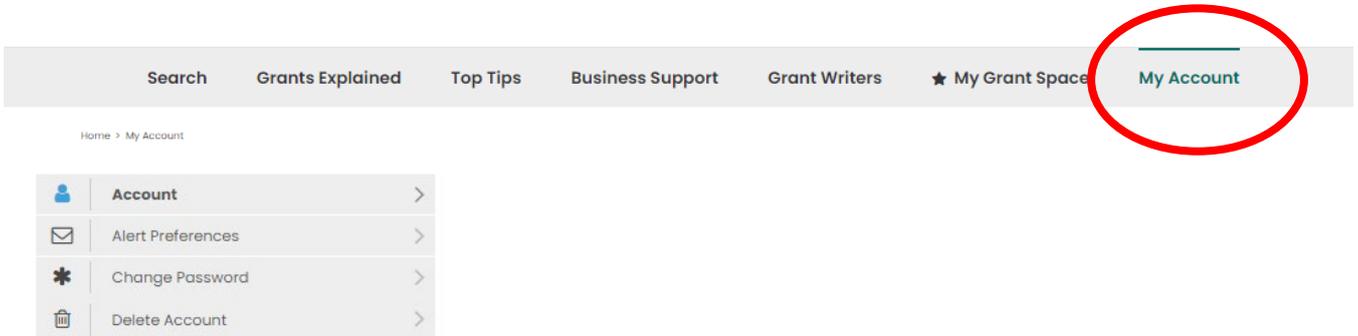
List	#Grants	#Favs	Seeking \$	Max \$
No action	1	1	NA	\$1M
Read	0	0	NA	NA
Call	0	0	NA	NA
Prepare	0	0	NA	NA
Write	0	0	NA	NA
Submit	0	0	NA	NA
Legals	0	0	NA	NA
Report	0	0	NA	NA
<b>Total</b>	<b>1</b>	<b>1</b>	<b>NA</b>	<b>\$1M</b>

#### My Lists

List	#Grants	#Favs	Seeking \$	Max \$
My Favourites	1	1	NA	\$1M
<b>Total</b>	<b>1</b>	<b>1</b>	<b>NA</b>	<b>\$1M</b>

Saved a grant to look at later? You will find it easily in the My Grant Space section. All grants that you added to your favourites are kept safely here, to save you having to search for them all over again.

## My Account Tab:



Need to update your name or email address? This is where you do it!

You can also set your Alert Preferences; this is to get your email notifications when grants specific to your selections are announced.

Need to change your password? This can be done via the Change Password option.

No longer require your Grant Guru Account? Whatever your reason, you can delete it by easily entering your current password and hitting the Delete Account button.