



HUME CITY COUNCIL

Shopfront Improvement Grant Program 2026–2027

hume.vic.gov.au



Hume City Council Shopfront Improvement Grants

Are you ready to transform your shopfront?

Hume City Council seeks to support retail and hospitality businesses with a shopfront including those that are in industrial estates, arcades and laneways, to help create fresh facades and improve the presentation of their shopfronts to add to the overall streetscape visual appeal and to help drive foot trade.

About the program

Recognising the importance of supporting small businesses, Hume City Council is offering \$200,000 to be allocated for a Shopfront Improvement Grant Program. The maximum amount that each business can receive is \$7,500 (plus GST).

Applications can be made by owners of retail and hospitality businesses.

The street-facing shopfront must be in a shopping strip in Hume and not located inside a shopping centre.



Exception: Businesses located within a shopping centre managed by an Owners Corporation or Body Corporate may be eligible. For example, retail and hospitality businesses located in Gladstone Park Shopping Centre, Craigieburn Plaza, Sunbury Central and Sunbury Target Centre may be eligible to apply.

Businesses located within such a shopping centre are encouraged to contact Council prior to applying, to confirm their eligibility.

All successful applicants will receive a sticker to display on their window or front entrance acknowledging the Hume Shopfront Improvement Grant Program.



What will be funded?

Listed below are a few examples of what may be funded:

- accessibility access – installing automatic doors and installing a wheelchair ramp
- awning and canopies
- planter boxes
- external shopfront lighting
- new signage or replacing old signage in accordance with relevant regulatory requirements
- painting the façade of the shop
- redecorating exterior shopfront walls
- upgrades to windows and doors
- window decals
- digital display boards
- serving windows
- cafe barriers

Please note

- businesses must obtain approval from the property owner or agent for any works to be conducted
- all works to be undertaken need to comply with **Hume City Council's local laws visit: www.hume.vic.gov.au/Residents/City-Laws/Local-Laws**
- successful applicants may commence spending the grant funds once the signed Letter of Agreement has been returned to Council
- applicants must submit 'after' photos as part of the aquittal process.

What won't be funded?

The Shopfront Improvement Program will not fund:

- building & planning applications and/or fees
- any works to heritage listed buildings
- outdoor dining furniture
- upgrade or installation of either internal or external security (CCTV)
- roller shutters
- internal fit outs
- ongoing costs to run a business such as rent, insurances, wages



How to apply

To give your application every opportunity, please read this document in full before starting your application.

Applications are online via SmartyGrants on the Hume City Council website at **www.hume.vic.gov.au/Business/Business-Support/Hume-Business-Grants**

You will need to provide the following as part of your application:

- a brief summary of your project – this should include 'before' photos of the shopfront
- quotes for the work – preferably by local Hume contractors
- any relevant permits and/or licenses
- financial reports – last 12 months minimum required (business must have been operational for a minimum of 12 months in order to apply).

Once you submit your application, you will receive an email acknowledging receipt of your application from SmartyGrants. Please keep this reference number handy in case you need to refer to it in future.

A council officer will be in touch if further information is required.



Eligibility

To be eligible for a Shopfront Improvement Grant the business must:

- be located within Hume City
- hold a current Australian Business Number (ABN)
- be a shopfront in a shopping strip and not located inside a shopping centre (with the exception of Owner Corporation or Body Corporate shopping centres)
- hold all appropriate permits and licenses; this will include but is not restricted to building and planning permits, liquor license, health, bankruptcy, and any other statutory permits or licenses that are required for the business to be legal
- have fully paid Council rates
- hold current public liability insurance
- not be in breach of any state/territory or local government law or regulation
- have a minimum of 12 months remaining on the lease for the premises

Ineligibility

The Hume City Shopfront Improvement Grant Program will not support applicants that:

- are political organisations or are deemed to have a political purpose
- are government departments of agencies, foundations or grant making bodies
- are charities and have a primary focus of fundraising
- own or operate electronic gaming machines (EGM) or receive funding or in-kind support from EGM venues
- are franchise businesses i.e., large corporations such as supermarkets and bottle shops
- denigrate, exclude or offend parts of the community
- do not meet the requirements, or do not provide the relevant documentation
- incur revenue relating to alcohol, tobacco and tobacco-related products i.e., e-cigarettes, vapes, shisha, hookahs and pipes

Grant Program

Total Grant Pool (2026/27)	\$200,000
Maximum amount businesses can receive	\$7,500 (plus GST)

The Hume Shopfront Improvement Grant Program will finish when the full grant amount of \$200,000 is expended.

Further questions

If you experience any technical difficulties with your online application or have any further questions email the **Economic Development Team** at business@hume.vic.gov.au

Terms and Conditions

Applicants are required to comply with the following terms and conditions:

- Applicants must disclose if they employ current employees and/ or immediate family members of Hume City Council.
- All applicants will be notified of the result of their application.
- Only one application per business can be submitted.
- A business can only apply for one Business Grant Program every 2 years.
- Unsuccessful applicants are eligible to re-apply for future funding rounds in accordance with grant guidelines.
- The grant program will not accept applications whereby the product or service has been purchased before the applicant has been advised of the outcome of their application and received a Letter of Agreement.
- Successful applicants will be required to sign a Letter of Agreement and the money is to be spent for the purpose described as per the signed Agreement.
- Successful applicants will be required to submit an Acquittal Report as specified in the Letter of Agreement, showing the receipts for the purchases as well as provide photos of the completed works.
- If an amendment to the project is required, approval by Council in writing must be obtained.
- Any unspent money will be returned to Council.
- Payment terms from Hume City Council to the successful application is 30 days from the date of invoice, subject to the receipt of a signed Letter of Agreement, tax invoice and other requested information.
- Hume City Council will not be responsible for shortfalls in project budgets if the grant recipient is unable to meet project costs.
- The successful applicants' names and project names will be publicly available, including but not restricted to publication on Council's website, media releases and other Council publications.
- Any canvassing or lobbying of Councillors, Council officers is strictly prohibited and will result in applications deemed ineligible.
- Hume City Council reserves the right to request further information when considering applications.
- Any application that is ineligible or does not meet the eligibility criteria will be rejected.
- Funding decisions are final.
- Successful applicants will display a grant sticker on their window or front entrance for a minimum of 2 years.