


**DE-02 BUSINESS DEVELOPMENT SUPPORT
GRANTS SCHEME APPLICATION FORM**

Please read the DE-02 Business Development Support Grant Scheme Policy & Guideline documents before completing this application. It is recommended that you contact the City Growth Team on 9186 8555 to discuss your initiative prior to its submission. Guidelines can be downloaded from the Council's website at <https://karratha.wa.gov.au/small-and-medium-business-support>.

SECTION 1 - APPLICANT DETAILS	
Business Name: Karratha & Districts Chamber of Commerce & Industry (KDCCI)	
	
Type of Organisation e.g. NFP, Charity, Commercial: NFP	
Title of Initiative/Project: KDCCI Funding Agreement 2026-2028	
Contact Person for Project: Sarah Whelan	
Position Held: Chief Executive Officer	
Postal Address: PO Box 10, Karratha WA 6714	
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Email Address: sarah.whelan@kdcci.com.au	Website Address: www.kdcci.com.au
Australian Business Number: 70 506 953 365	70 506 953 365
Total Project Budget: \$2,246,650	NA
Amount requested: \$468,000	
Economic Development Officer (if discussed prior to lodgment): Louis Calitz	

SECTION 2 – ABOUT YOUR ORGANISATION

Please describe the business support operations of your business i.e. What services do you provide to support business in the region?

2.1 Purpose

The purpose of this document is to provide details of the Karratha & Districts Chamber of Commerce & Industry (KDCCI) proposed projects to be conducted utilising City of Karratha funding during the 2026-2028 financial years, specifically relating to:

- Corporate Sponsorship (advocacy, stakeholder engagement)
- **Grow Local** (workshops and business advisory/coaching),
- Pilbara Indigenous Business Networking Group (PIBNG) (tradeshow, workshops, events)
- **The Network** (Diversity and inclusion) (forums, luncheons, seminars, workshops)
- Business Excellence Awards (gala event).
- Career's Expo (tradeshow)
- Business Breakfast Briefings (seminars), and
- Bootcamp (seminar/conference).

2.2 The Karratha & Districts Chamber of Commerce & Industry (KDCCI)

The KDCCI with over 30 years of service, is dedicated to supporting the business community. KDCCI aims to enhance the business environment by connecting businesses, advocating for their needs, and providing support to enable their prosperity.

KDCCI facilitates networking, collaboration, and knowledge sharing among businesses of various sizes. Through our marketing efforts and events, we aim to increase the visibility and growth of our members and the wider business community.

KDCCI represent the interests of our members and the wider business community, ensuring their concerns are addressed. By engaging with government and stakeholders, KDCCI works towards influencing policy decisions and fostering a conducive business environment. Our support encompasses resources, workshops, and expert guidance tailored to our local business needs.

Committed to future prosperity, it is crucial for the KDCCI team to collaborate with industry leaders, government, and educational institutions to promote innovation, talent development, and economic growth.

2.3 Partnership with City of Karratha

The multi-year partnership between the KDCCI and the City of Karratha marks a significant milestone in the KDCCI's efforts to enhance its offerings and the overall business landscape in the region. This collaboration brings more than just financial backing; it embodies a shared commitment to advancing innovation, growth, and sustainability within the local business community. The funding provided by the City of Karratha will enable the KDCCI to execute a variety of programs and events designed to meet the evolving needs of the local business community, ranging from small enterprises to larger organisations. These initiatives are instrumental in providing businesses with the resources, knowledge, and networks necessary to thrive in the competitive Pilbara environment.

As KDCCI and the City of Karratha continue to work together, this partnership promises to deliver lasting benefits, driving positive change, and opening new opportunities for the business community in Karratha and its surrounding districts.

KDCCI is excited to offer a series of innovative initiatives designed to connect, promote, and support businesses in our community. These projects aim to encourage connections, boost visibility, and provide vital support to businesses of all sizes. With a focus on collaboration and empowerment, KDCCI seeks to drive economic growth and ensure long-term success for our members and the wider business community.

The below sections outline the sponsorship, KDCCI programs and events.

SECTION 3 – PROJECT/ACTIVITY/DETAILS

3.1 Please describe the business support activity/project that you are planning to undertake and outline your objectives.

3.1.1 Corporate Sponsorship:

Continuing with Corporate Sponsorship, will further a thriving business community, showcasing the City of Karratha's commitment to sustainable development and community success. This partnership aims to pave the way for a prosperous future, creating long-term benefits that extend to businesses, residents, and the entire community.

The primary objective of the Corporate Sponsorship is to stimulate and drive economic growth within the City of Karratha's remit. The sponsorship aims to support activities that create opportunities for local businesses, generate employment, and contribute to overall economic development and diversity.

The Corporate Sponsorship seeks to facilitate networking opportunities and foster collaboration among businesses, government entities, community organisations, and other stakeholders. By providing a platform for meaningful connections and knowledge exchange, the sponsorship aims to promote synergies, innovation, and collective problem-solving to benefit the entire business community.

The Corporate Sponsorship serves as a testament to the City of Karratha's commitment to encourage growth, support local businesses, and create a conducive environment for investment and development. Additionally, the sponsorship aims to deliver an opportunity to promote the City of Karratha's dedication to enhancing our business community and contributing to a prosperous future.

The Corporate Sponsorship with KDCCI will elevate the City of Karratha's brand within Karratha and beyond. The partnership offers a unique platform to showcase the City of Karratha, connect with new and existing businesses, and make a lasting impact in our business community and the community as a whole.

Benefits of the partnership include increased brand visibility, engagement with key stakeholders, and promotion that the City of Karratha supports initiatives that drive economic growth.

As a corporate sponsor the City of Karratha will be at the forefront of all KDCCI events. Through numerous promotional activities, including signage, e-newsletters, direct emails, and verbal announcements, the City of Karratha will be acknowledged as a major supporter of the KDCCI, playing a pivotal role in enabling the KDCCI to enhance local content and employment, particularly through initiatives such as the Career's Expo, Business Bootcamp, and Business Excellence Awards.

KDCCI will positively promote the City of Karratha in the following ways:

- City of Karratha logo printed on KDCCI "Sponsors Sign" located within the reception area of the KDCCI office.
- City of Karratha logo printed on KDCCI banners displayed at all events.
- City of Karratha logo displayed on the KDCCI website with a link to website.
- City of Karratha logo on all KDCCI membership certificates.
- City of Karratha sponsor acknowledgment at all KDCCI functions and events (including Grow Local and PIBNG).
- City of Karratha logo displayed on KDCCI email signatures.
- Verbal acknowledgement of the partnership with City of Karratha at all KDCCI events.
- Exclusive sponsorship of the Business Breakfast Briefing & opportunity to open each BBB event.

The benefits of the Corporate Sponsorship include all features of the standard membership benefits and the following:

- Premium directory listing on website, and prominent logo position promoting Corporate Sponsorship
- Premium plus visibility - recognition as partner at events, banners, website, socials etc.
- Business after hours hosting opportunity
- Complimentary tickets for Business Bootcamp
- Complimentary tickets for Business Excellence Awards + category sponsorship
- Complimentary tickets to the International Women's Day
- Complimentary tickets to the Diversity & Inclusion Forum

- Complimentary premium partner package with Career Expo
- Monthly KDCCI premium partner interactions per year - access to CEO/board and strategy alignment
- Complimentary supply of shortlisted member businesses able to deliver various scopes of work
- Access to quarterly Diamond Round Table events (including Perth based events)
- Access to present (5 minutes) at Board Meeting to update KDCCI of City of Karratha initiatives/projects
- Complimentary monthly advertisement in KDCCI e-newsletter & social media
- Complimentary booking for KDCCI conference room (up to 4hr/month)
- Procurement engagement and program partnerships opportunities



3.1.2 Grow Local Program:

The Grow Local program is designed to build businesses and foster sustainable local communities through 1:1 business coaching/business advisory and development through Grow Local workshops. Intending to connect, grow and inform, Grow Local is all about supporting local businesses to enable every opportunity for business growth. KDCCI supports businesses through access to information, relevant training, and connection with the right people from the right organisations. Building capability within our businesses to be in the best position to tender, bid or expand. Through the collective support of our committed contributing partners, Grow Local focuses on building businesses and driving sustainable local communities.

The purpose of the Grow Local project activity is to provide for:

The continued professional development of the business community in Karratha. This will be achieved by providing one-to-one business coaching sessions and delivery of ten (10) Grow Local workshops per annum.

Business specific information and advice. This will be achieved through the one-to-one business coaching/advisory sessions. Additionally, through connecting businesses with business support services, such as Small Business Development Commission (SBDC) Business Advisory, Chamber of Commerce and Industry WA (CCIWA), and professional service providers.

Quality networking opportunities and events. This will be achieved by allocating networking time during the workshops before the session starts and during breaks. Additionally, the KDCCI will host a Grow Local specific Business After Hours event.

Delivery of workshops and access to CCIWA Employee Relations advice. This will be achieved by the delivery of ten (10) quality workshops coordinated around specific topics to enhance capabilities local businesses required and/or challenges reported by the community. Additionally, KDCCI subsidises the CCIWA subscription fee to enable all KDCCI members under 30 FTE free access to CCIWA, and members over 30 FTE a 50% discount on the subscription. This provides access to the database of useful tools and templates the CCIWA has developed.

Business to business mentoring and business to business referrals. This will be achieved through the one-to-one business coaching/advisory/mentoring sessions conducted during the reporting period. Additionally, KDCCI prides itself on the business-to-business connections it establishes.

3.1.2.1 Grow Local objectives and goals

The KDCCI will successfully deliver ten (10) Grow Local workshops each year aligned with the project purpose. These workshops will be tailored to the specific needs of the business community.

3.1.2.2 Grow Local target audience and beneficiaries

- Emerging/new businesses.
- Small/medium-sized enterprises (SMEs).
- Large organisations.
- We have specific target of increasing Indigenous business/employee participation.

3.1.2.3 Promotion of City of Karratha

KDCCI will positively promote the City of Karratha in the following ways throughout development, promotion, and delivery of the Grow Local events:

- City of Karratha logo printed on KDCCI "Sponsors Sign" located at the event,
- City of Karratha logo displayed on the KDCCI website with a link to City of Karratha website,
- City of Karratha logo displayed on each Grow Local event webpage/application,
- City of Karratha logo on all KDCCI promotional emails,
- Verbal acknowledgement of City of Karratha sponsor acknowledgment at the event, and
- City of Karratha logo displayed on KDCCI email signature.

3.1.2.4 Grow Local Reporting/evaluation

A post event report will be completed after each workshop identifying, and submitted to City of Karratha 6-monthly:

- Description of the event and presenters,
- The number of attendees,
- Case studies identifying positive outcomes experienced by local businesses (where applicable), including:
 - The number of business-to-business referrals (Connections)
 - Examples of where workshops/coaching has benefited a business
 - Ways in which City of Karratha was promoted throughout the event planning, implementation, and wrap up of the event,
- A debrief of what went well and areas of improvement,
- Feedback obtained (where applicable), particularly in relation to:
 - Number of participants reporting increased business confidence due to workshop participation
 - Number of businesses that had expanded operations, hired new staff, or launched a new product/service due to workshop participation/grow local coaching
 - Number of businesses that had successfully bid for contracts/grants post workshop/business coaching
- Images of the event.



3.1.3 Pilbara Indigenous Business Networking Group

Pilbara Indigenous Business Network Group (PIBNG) is an initiative of the KDCCI. It aims to support Pilbara Indigenous businesses through networking, training, and mentoring. Through these activities, PIBNG helps empower Indigenous businesses through knowledge and collaboration. The program is designed to support emerging and existing Indigenous businesses and enable members to gain potential contracts because of their membership with KDCCI and/or PIBNG.

3.1.3.1 PIBNG objectives and goals

The objectives of the PIBNG program align with the KDCCI Strategic Plan 2026-28 and the five key responsibilities (Pillars) to ensure a lively and thriving Indigenous business community in the Pilbara:

- Create a community of Indigenous businesses
- Connecting local Indigenous businesses to suppliers and contractors and procurement opportunities
- Connecting local Indigenous businesses to third party support services providers
- Promote local Indigenous businesses
- Advocate for Indigenous procurement by local government, large organisations.

- Pass on information about current industry trends, forecasts, and best practice
- Identify priorities, schedules and upcoming projects planned by major organisations
- Provide information about procurement policy/strategy of major organisations
- Provide training/capability building on various key business topics.
- Ensure PIBNG members have access to relevant and current information
- These objectives will be achieved through the delivery of the following activities:
- Four (4) PIBNG specific events will be conducted per year:

1. Annual PIBNG Tradeshow (July)
2. Procurement information sessions (February)
3. Networking (PIBNG only) event (August)
4. Networking (PIBNG & Industry) event (May)

- PIBNG themed KDCCI e-Newsletter with spotlight on PIBNG Tradeshow participants.
- Business coaching/mentoring
- Engagement of Indigenous Business Liaison /KDCCI Trainee

3.1.3.2 PIBNG target audience and beneficiaries

- Indigenous owned or majority owned business
- Indigenous people working within the Pilbara

3.1.3.3 PIBNG Promotion of City of Karratha

KDCCI will positively promote City of Karratha in the following ways throughout development, promotion, and delivery of the PIBNG events:

- City of Karratha logo printed on KDCCI "Sponsors Sign" located at all PIBNG events.
- City of Karratha logo displayed on the KDCCI website with a link to City of Karratha website.
- City of Karratha logo displayed on each PIBNG event webpage/application.
- City of Karratha logo on all KDCCI promotional emails associated with PIBNG.
- Verbal acknowledgement of City of Karratha sponsor acknowledgment at all PIBNG events.
- City of Karratha logo displayed on KDCCI email signature.

3.1.3.4 PIBNG Reporting and evaluation

Post event reports will be completed identifying:

- The number of attendees at each event
- Case studies identifying positive outcomes experienced by local businesses, including
- The number of business-to-business referrals (Connections)
- The number of businesses adopting new digital tools or platforms as a result of workshop/grow local coaching
- Ways in which City of Karratha was promoted throughout the event planning, implementation, and wrap up of the event,
- A debrief of what went well and areas of improvement,
- Feedback obtained (where applicable) to understand:
 - Number of participants reporting increased business confidence due to workshop participation
 - Number of businesses that had expanded operations, hired new staff, or launched a new product/service due to workshop participation, and
 - Number of businesses that had successfully bid for contracts/grants post workshop/business coaching.
- Images of the event.

3.1.4 The Network – Diversity & Inclusion Program

The newly formed diversity and inclusion program, “The Network – Strength through Inclusion” has been developed to expand the reach of the former Pilbara Women in Business (PWIB) program to broaden the reach of our underrepresented workforce.

3.1.4.1 The Network objectives and goals

The objectives and goals align with the KDCCI strategic plan 2025-28 and the five key responsibilities to ensure a connected and inclusive business community. Specific objectives for this program include:

- To educate local businesses about the importance and benefits of diversity and inclusion.
- To provide practical tools and strategies for implementing inclusive practices through delivery of workshops and encouraging conversation.
- To facilitate networking and collaboration among local businesses to share best practices and resources.
- To facilitate networking and collaboration among underrepresented groups.
- To support the growth and development of minority-owned businesses.
- To enhance the overall business environment in the community through increased inclusivity.
- These objectives will be achieved through the delivery of the following, events:
- Conducting one (1) International Women’s Day luncheon,
- Conducting one (1) Diversity & Inclusion (D&I) forum, and
- Conducting markets that support PWIB, Multicultural celebrations, potential for a Pride (LGBTQ+) event (2-3).

Please note: as this program matures, it is likely to adjust to meet the needs of businesses.

3.1.4.2 The Network target audience/beneficiaries

- Local businesses.
- Women-led businesses, mixed ability businesspeople, culturally diverse businesses, LGBTQ+ businesspeople.
- Stakeholders (it is important for our stakeholders to participate to enable networking and connection with the local businesses).

3.1.4.3 The Network promotion of City of Karratha

KDCCI will positively promote City of Karratha in the following ways throughout development, promotion, and delivery of the D&I events:

- City of Karratha logo printed on KDCCI “Sponsors Sign” located at all D&I events,
- City of Karratha logo displayed on the KDCCI website with a link to the City of Karratha website,
- City of Karratha logo on all KDCCI promotional emails associated with D&I,
- Verbal acknowledgement of City of Karratha sponsor acknowledgment at all D&I events, and
- City of Karratha logo displayed on KDCCI email signature.

3.1.4.4 Reporting and evaluation

Post event reports will be completed and provided through our 6-monthly reports:

- The number of attendees at each event, and the diversity of attendees,
 - Case studies identifying positive outcomes experienced by local businesses (where applicable)
 - The number of business-to-business referrals (where applicable)
 - Ways in which City of Karratha was promoted throughout the event planning, implementation, and wrap up of the event,
 - A debrief of what went well and areas of improvement,
 - Feedback obtained, and
 - Images of the event.
-

3.1.5 Business Excellence Awards

The KDCCI Business Excellence Awards have grown in stature and size since its humble beginnings outside Kmart shopping-centre lawns. The KDCCI Business Excellence Awards is *The Social Event* of the Year for Karratha businesses. It's an amazing opportunity for the business community to come together and celebrate their successes throughout the year.

The KDCCI hopes to raise the bar further in the next three years through delivering the following key activities:

- The continued professional development of the business community in Karratha, through submission process.
- The attraction and retention of local business through recognition and celebration of achievements.
- Providing a network opportunity for local business operators.
- Providing another platform to promote and celebrate local businesses (& sponsors).
- Supporting/promoting local businesses as vendors for the event.

3.1.5.1 Objectives and goals

The KDCCI will plan, promote, and deliver the Business Excellence Awards night each year. Additionally, the KDCCI provides benefits to City of Karratha, including promotion as sponsors of the event, and provision of complimentary tickets to the event. Furthermore, KDCCI will provide City of Karratha with priority option for Award Category sponsorship.

3.1.5.2 Target Audience/Beneficiaries

The event for 2025 was held outside in an effort to increase capacity. and was a success (although a number of areas for improvement were identified. KDCCI hopes to continue to hold outdoors to ensure the event is accessible to more of our businesses. Nonetheless, we are still constrained to 340 guests. Priority is provided to Award Finalists and will need to honour our sponsorship allocations.

City of Karratha has been allocated two (2) tickets through the Sponsorship and will also receive additional four (4) tickets for award category sponsorship – **six (6) tickets in total**.

3.1.5.3 Promotion of City of Karratha

Pre-Event: During the pre-event phase, City of Karratha will be acknowledged through various promotional channels. The promotion will be divided into three core phases, starting with raising awareness about the awards and their opening date, followed by promoting the workshops and office hour consultations, and finally, promoting the gala event itself. All marketing materials and channels utilised during each phase will prominently feature the logos of all event sponsors, including City of Karratha.

Promotional activities will include:

- E-news blasts highlighting City of Karratha's support (logo).
- Posts on the KDCCI Social Media accounts showcasing City of Karratha's contribution.
- Radio interviews through Triple M, Ngaarda Media and ABC.

During Event: During the event, City of Karratha's support and collaboration will be recognised in multiple ways. In addition to delivering an address to the audience, sponsors, (including City of Karratha), will be acknowledged through a sponsor's wall prominently displayed throughout the gala event. Additionally, sponsors will be featured on screen during the presentation and on screens throughout the venue.

- City of Karratha will be verbally and visually acknowledged as sponsor during the event.
- City of Karratha representative will announce finalists of award category and present winners.

Post-Event: Following the event, all professional photographs capturing the memorable moments will be released via the KDCCI Facebook page. These photographs will bear a watermark with a footer containing the logos of all sponsors, including City of Karratha. This serves as a visual acknowledgment of City of Karratha's support and contribution.

- A full-page advertisement will be placed in the Pilbara News to congratulate the winners.
- City of Karratha will be included in the post-event campaign, acknowledging winners, finalists, vendors and sponsors.

By incorporating these acknowledgments and collaborative efforts, we ensure that City of Karratha's support is recognised and appreciated throughout the entire lifecycle of the Business Excellence Awards.

3.1.5.4 Key Outcomes

- Successful delivery of the Business Excellence Awards
- Providing a vehicle for local businesses to prepare a Business Plan and take stock of success experienced in the past 12 months. Note: the submission process results in each applicant reflecting of key parts of their business (finance, marketing, operations, safety and environment). Additionally, it encourages applicants to provide details about their strategic plans for the next 1-3 years.
- Providing meaningful opportunity for all types of businesses to network and to celebrate their successes.

3.1.5.5 Reporting/Evaluation

Post event reports will be completed identifying:

- Description of the event
 - The number of attendees
 - Ways in which City of Karratha was promoted throughout the event planning, implementation, and wrap up of the event,
 - A debrief of what went well and areas of improvement,
 - Feedback obtained, and
 - Images of the event.
-

3.1.6 Careers Expo

Each year, the KDCCI, Empowering People in Communities (EPIC) and Jobs & Skills WA bring together local industry leaders, community members and education and training providers to showcase the various career pathways and opportunities for professional development available within the Pilbara region.

The one-day exhibition-style event is designed to provide a hands-on, practical guide to exploring career pathways, presented by a range of local business specialists.

EPIC's Jobs and Skills Centre encompasses careers guidance, education, and training pathways that complement KDCCI's business and industry connections. Furthermore, a collaboration with Volunteering WA aids in delivering the event within budget.

The event is held at the Leisureplex, utilising indoor and outdoor space. This amazing event provides businesses with the opportunity to meet with school-aged students to provide insight about potential career opportunities. All senior school students in the Karratha area attend, including students from Karratha High School, St Luke's College and Roebourne High School.

In recent years we have had school students from other regions attend the event.

The event also hopes to attract adult jobseekers and/or individuals looking to understand further career options available in the region.

Furthermore, the meaningful networking opportunities between exhibitors has been highlighted as KDCCI's most effective networking event.

The purpose of this project activity is to:

- Provide real employment opportunity to school leavers and job seekers.
- Connect local businesses with those looking for gainful employment.
- Highlight local careers and training opportunities.
- Encourage school leavers to remain in the Pilbara for their transition to the workforce and/or higher education.

3.1.6.1 Objectives and goals

KDCCI's key objective is to deliver the Careers Central Expo in each year. The careers expo is to be held at the

Karratha Leisureplex in May each year to align with WA Careers Week and will be open to students and the public.

3.1.6.2 Target audience/beneficiaries

- Students (1000+) from four high schools
- Stall holders (70+) – local businesses, industry and support services
- Community members

3.1.6.3 Promotion of City of Karratha

KDCCI will positively promote City of Karratha in the following ways throughout development, promotion, and delivery of the Careers Expo:

- City of Karratha logo printed on KDCCI "Sponsors Sign" located within the reception area of the Karratha Leisureplex.
- City of Karratha logo displayed on the KDCCI website with a link to City of Karratha website.
- City of Karratha logo on all KDCCI promotional emails.
- City of Karratha logo displayed on large banner displayed on the Karratha Leisureplex fencing on main highway
- Verbal acknowledgement of City of Karratha sponsor acknowledgment at the event.
- City of Karratha logo displayed on KDCCI email signature.

3.1.6.4 Key Outcomes

- Successful delivery of the event
- Providing an environment where businesses can interact with school children to provide understanding of their industries/careers.
- Enable students to understand the breadth of career opportunities are in the region.
- Provide businesses the opportunity to network with each other.

3.1.6.5 Reporting/evaluation

Post event reports will be completed identifying:

- The number of exhibitors, estimated number of students/community members,
 - Ways in which City of Karratha was promoted throughout the event planning, implementation, and wrap up of the event,
 - A debrief of what went well and areas of improvement,
 - Feedback obtained,
 - Provide survey results (exhibitors) to understand the impact to businesses attending the event, and
 - Images of the event.
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3.1.7 Business Breakfast Briefing

KDCCI's quarterly Business Breakfast Briefing information sessions help ensure our business community stays informed with high-level insights on topics impacting the Pilbara region. With a key note address provided by City of Karratha, supported by subject matter experts, each session has an underlying theme pertinent to the Karratha region.

3.1.7.1 Objectives and goals

KDCCI's key objective is to deliver quarterly Business Breakfast Briefing information session to help ensure our business community stays informed with high-level insights on topics impacting the Pilbara region.

3.1.7.2 Target Audience/Beneficiaries

We hope to continue to build on participation, aiming for 100-150 participants in attendance from the following business types:

- Small/Medium businesses
- Large businesses
- Indigenous businesses

- Stakeholders (it is important for our stakeholders to participate to enable networking and connection with the local businesses)
- Locals with an interested in what is happening in the region

3.1.7.3 Promotion of City of Karratha

KDCCI will positively promote City of Karratha as the principal sponsor of the Business Breakfast Briefings. It will promote the City of Karratha in the following ways throughout development, promotion, and delivery of the Business Breakfast Briefing events:

- City of Karratha opening address at each BBB event
- City of Karratha logo printed on KDCCI "Sponsors Sign" located at the event.
- City of Karratha logo displayed on the KDCCI website with a link to City of Karratha website.
- City of Karratha logo on all KDCCI promotional emails.
- Verbal acknowledgement of City of Karratha sponsor acknowledgment at the event.
- City of Karratha logo displayed on KDCCI email signature.

3.1.7.4 Key Outcomes

- Successful delivery of the quarterly events.
- Provide information to businesses in the region so that they are aware of key topics, developments in the region
- Strengthen regional business networks by providing networking opportunities.

3.1.7.5 Reporting/Evaluation

Each 6-monthly report will include the topics of the Business Breakfast Briefing, attendee numbers and any lessons learned during the event.

3.1.8 Business Bootcamp

KDCCI's "Business Bootcamp" is a transformative initiative designed to offer extensive support to local businesses in the Karratha and surrounding districts. Its primary goal is to address the challenges faced by businesses and enhance their day-to-day operations.

This event brings together a diverse lineup of speakers, including State, National, and local presenters, who possess extensive knowledge and expertise in the region's business landscape. With insightful workshops, seminars, and networking opportunities, the Bootcamp empowers businesses with the necessary tools and knowledge to thrive in today's competitive market. Key areas of focus, however tailored each year to the needs of the business community, include:

Management & Leadership: Effective leadership is essential for business success. The Bootcamp will provide training on leadership skills, strategic goal-setting, and effective communication with teams and customers. Ongoing leadership development will be emphasised to adapt to the changing economic environment.

Leveraging Innovation: The Bootcamp will explore ways to foster innovation within businesses. Participants will learn about innovative practices, tools, and approaches that can help drive growth and competitiveness. The focus will be on exploring new ways of doing business, optimising processes, and embracing technological advancements to stay ahead in the market.

Business Resilience: Building business resilience is crucial for withstanding challenges and ensuring long-term success. The Bootcamp will offer workshops and sessions focused on risk management, contingency planning, financial stability, and adaptability to changes in the market. Participants will learn strategies to enhance their business's resilience and ability to navigate uncertainties.

Ultimately, the KDCCI Business Bootcamp aims to provide comprehensive support to local businesses in the Karratha and surrounding districts. Through this annual event, businesses will gain the necessary skills, insights, and connections to overcome challenges, drive growth, and contribute to the prosperity of the Karratha region and its districts.

3.1.8.1 Objectives and goals

KDCCI's key objective is to deliver the Business Bootcamp as a one to two-day event to build business capability in the region.

3.1.8.2 Target Audience/Beneficiaries

We hope to continue to build on participation, aiming for 60-70 participants in attendance from the following business types:

- Small/Medium businesses
- Large businesses
- Indigenous businesses
- Stakeholders (it is important for our stakeholders to participate to enable networking and connection with the local businesses).

3.1.8.3 Promotion of City of Karratha

KDCCI will positively promote City of Karratha in the following ways throughout development, promotion, and delivery of the Business Bootcamp events:

- City of Karratha logo printed on KDCCI "Sponsors Sign" located at the event.
- City of Karratha logo displayed on the KDCCI website with a link to City of Karratha website.
- City of Karratha logo on all KDCCI promotional emails.
- Verbal acknowledgement of City of Karratha sponsor acknowledgment at the event.
- City of Karratha logo displayed on KDCCI email signature.

3.1.8.4 Key Outcomes

- Successful delivery of the event.
- Build business resilience and capability through intensive, practical learning focused on strategy, finance, digital transformation, and leadership.
- Deliver high-impact content via a star-studded line-up of expert presenters offering real-world insights and tools for immediate application.
- Strengthen regional business networks by connecting participants with peers, mentors, and industry leaders to encourage collaboration and growth.
- Support local economic development by equipping small businesses with the skills and confidence to adapt, innovate, and thrive.
- Demonstrate measurable impact through participant feedback, partnerships formed, and ongoing engagement post-event.

3.1.8.5 Reporting/Evaluation

A post event report will be completed after each workshop identifying:

- Description of the event and presenters,
- The number of attendees,
- Ways in which City of Karratha was promoted throughout the event planning, implementation, and wrap up of the event,
- A debrief of what went well and areas of improvement,
- Feedback obtained.

3.2 Please provide a clear plan for delivery of your project including key dates/timelines. If you have a project timeline, calendar or GANTT Chart to attach please do so.

3.2 Deliverables Schedule

The below table indicates the deliverables schedule per annum.

Contract Year	Project Element	Date*
Annual Activities	Enterprise Sponsorship	
	• Monthly Business After Hours	Feb-Nov
	• Bootcamp	Aug
	• Diamond/Sponsor BAH (Perth & Karratha)	Nov, Mar

• Careers Day Premium Package	May
• Diamond Round Table	May, Aug
• D&I forum, International Women's Day	Mar, Sep
• Business Excellence Awards	Sep
Grow Local Program	
• Monthly Workshops (10) – Topics TBC	Feb – Nov
• 1:1 Business Coaching Sessions	-
• Monthly newsletter	-
Pilbara Indigenous Business Networking Group	
• Annual PIBNG Tradeshow	July
• Procurement information sessions	February
• Networking (PIBNG only) event	August
• Networking (PIBNG & Industry) event	May
The Network (Diversity & Inclusion)	
• One (1) International Women's Day luncheon	Mar
• One (1) Diversity & Inclusion (D&I) forum	Oct
• Markets in collaboration with City of Karratha and Northwest Multicultural Association	May, Oct, Nov
Career Expo (XPO)	May
Business Bootcamp (BOOT)	August
Business Excellence Awards (BEA)	September
6-Monthly Reports	Jan, July

* Dates and activities subject to change.

3.3 Demonstrate the Need and Demand for the Activity/Project

The need for this program of work is underpinned by strong and consistent demand from the local business community, ongoing structural challenges facing the Pilbara economy, and the City of Karratha's own strategic objectives to strengthen local industries, build a resilient business ecosystem, and diversify the regional economy.

3.3.1 Clear, Demonstrated Demand from Local Businesses

Across all KDCCI programs, demand continues to grow year-on-year. Attendance at workshops, networking events, and business capability programs has steadily increased, with many activities reaching capacity. Feedback received through post-event surveys consistently identifies a strong appetite for:

- Practical business capability support (e.g., tendering, workforce, compliance, digital tools).
- Advice and coaching tailored to local industry conditions.
- Greater access to procurement pathways—including City, State and major industry opportunities.
- More structured avenues for business-to-business networking and collaboration.

The Pilbara's business landscape is dominated by SMEs, micro-businesses, sole traders, and emerging operators who rely on KDCCI as their primary, and often only, source of coordinated support, connection and advocacy. Many lack internal HR, finance, strategic or compliance capability, making these programs essential rather than optional.

3.3.2 Regional Economic Conditions Strengthen the Need

The City of Karratha's Strategic Community Plan and Economic Development Strategy emphasise the importance of diversifying the local economy, building business resilience, and supporting emerging industries.

KDCCI's suite of programs directly respond to these needs by:

- equipping businesses to participate in major project supply chains;
- supporting new and emerging industries (e.g., renewables, services, digital);
- assisting businesses to adapt to economic fluctuations and workforce pressures;
- providing accessible, local opportunities for professional development usually only available in metropolitan areas;
- strengthening local employment pathways through initiatives such as Careers Expo and Grow Local.

These interventions directly support the City's priorities for economic diversification and long-term sustainability.

3.3.3 Filling a Critical Service Gap in the Region

Karratha does not have the density of business support service providers found in metropolitan areas. There is no equivalent organisation in the City capable of delivering specialist workshops, business coaching, Indigenous business development, large-scale business events, or coordinated workforce initiatives at the scale KDCCI delivers annually.

Without KDCCI's programs:

- local businesses would lose access to structured capability development and advisory support;
- many operators would be unable to access procurement pathways despite City and industry opportunities;
- Indigenous businesses would lack a dedicated mechanism to connect with major contractors;
- business networking and collaboration—essential for economic resilience—would be significantly weakened;
- young people and jobseekers would have limited access to local employment pathways.

The demand for these services exceeds KDCCI's current resourcing without partnership funding.

3.3.4 Strong Community and Industry Support

KDCCI programs have strong participation from:

- small and medium enterprises;
- major project operators;
- local and regional stakeholders;
- Indigenous businesses;
- education and training providers;
- jobseekers and school communities.

This demonstrates a broad community reliance on KDCCI services to strengthen local economic outcomes and support the City's broader community and economic priorities.

3.3.5 Alignment with City of Karratha's Strategic Intent

The City's Economic Development Strategy identifies the need for:

- stronger support for local business capability development;
- increased participation of local firms in major project supply chains;
- a vibrant, connected business community;
- pathways for a skilled local workforce;
- an inclusive and diverse economy;
- strengthened advocacy and business representation.

KDCCI's programming directly delivers against these needs each year through a structured schedule of workshops, tradeshow, capability initiatives, major events, workforce programs, and business engagement activities—creating measurable economic and social benefits.

3.3.6 Growing Population and Economic Activity Drives Future Need

With more than \$256B in current and committed major project activity and a population expected to grow, demand for business capability, workforce pathways and supplier development will continue to increase. KDCCI's programs ensure local businesses are prepared to participate in opportunities rather than be displaced by firms outside the region.

3.4 Alignment with City of Karratha's Strategies

KDCCI's work strongly aligns with the City of Karratha's updated Strategic Community Plan, particularly Goal 6, which focuses on ensuring a diverse, thriving local economy with opportunities for all. The KDCCI's programs, advocacy, and partnerships contribute directly to several of the City of Karratha's objectives and priority focus areas, especially around small-to-medium business growth, workforce development, local procurement, tourism support, and economic diversification.

3.4.1 Advocating for Affordable and Diverse Housing Choices (Objective 6.1)

- KDCCI actively advocates for land release, housing supply and development-ready land through regular engagement with government departments, industry and planning bodies.
- KDCCI helps promote residential construction projects, creates visibility for upcoming opportunities, and connects local businesses with developers, builders and subcontracting pathways.
- By supporting and strengthening businesses operating in residential construction and associated services, KDCCI contributes to improved affordability, choice and capacity within the local housing market.

3.4.2 Supporting a Diverse and Sustainable Local Labour Market (Objective 6.2)

- KDCCI's initiatives—including the Career Expo, employer readiness programs, and business capability workshops—strengthen local labour pathways and help employers attract and retain staff.
- Partnerships with schools, training providers, and industry help increase education-to-employment transitions for local people.

3.4.3 Growing and Diversifying the Local SME Sector (Objective 6.3)

- KDCCI provides direct support to small and medium businesses through mentoring, Business Bootcamp, procurement support, capability development and business advisory services.
- KDCCI's events and networking platforms build connections that drive diversification beyond the resources sector.
- Initiatives such as Buy Local and the Business Excellence Awards increase visibility, customer reach, and confidence for small business.

3.4.4 Increasing Education and Training Opportunities (Objective 6.4)

- KDCCI plays a strategic role in supporting training access, advocating for vocational pathways, and coordinating opportunities for upskilling across the region.
- Programs delivered in partnership with government, industry and training organisations contribute to a stronger, future-ready workforce.

3.4.5 Marketing and Promoting Karratha as a Business Destination (Objective 6.5)

- Through regional promotion, business profiling, and advocacy campaigns, KDCCI elevates Karratha's reputation as a place to live, work, invest and do business.
- KDCCI attracts business visitors and investors through expos, briefings, inbound delegations and national advocacy (e.g., Pilbara to Parliament).

3.4.6 Supporting Local Tourism Development (Objective 6.6)

- KDCCI collaborates with tourism operators and promotes local experience offerings through digital platforms, events, and regional campaigns.
- KDCCI actively supports the growth of tourism-adjacent businesses, contributing to a diversified local economy.

3.4.7 Prioritising Local Procurement and Aboriginal Economic Participation (Priority Focus Areas)

- KDCCI promotes and facilitates local procurement, connecting SMEs with major industry, government and supply chain opportunities.
- Through PIBNG and Indigenous-focused capability programs, KDCCI supports Aboriginal economic participation and business leadership.

3.4.8 Enabling a Safe, Confident and Future-Focused Investment Environment

- KDCCI works closely with business and industry to highlight opportunities, simplify navigation of regulatory and procurement processes, and advocate for the conditions required for investment confidence.
- Our partnerships and advisory services reinforce Karratha's status as a reliable and reputable business hub.

KDCCI directly supports Goal 6 of the City of Karratha's Strategic Community Plan by:

- advocating for housing supply and supporting construction-sector growth
- strengthening the SME sector
- expanding education, training and workforce pathways
- promoting Karratha as a leading business and tourism destination
- supporting economic diversification
- elevating Aboriginal business participation
- encouraging local procurement and investment confidence

Collectively, these efforts contribute to a resilient, diverse, and future-proofed local economy; aligning perfectly with the City of Karratha's long-term objectives for growth, liveability and opportunity.

3.5 What is the potential economic impact of this activity/project and how will the success be measured?

(Provide any economic impact data to support your case)

The proposed program has a strong and measurable economic impact for the City of Karratha. It supports business capability, workforce development, local procurement, and industry diversification—key themes highlighted in the City of Karratha's Economic Development Strategy.

3.5.1 Economic Impact

a) Strengthened Local Business Capability and Local Procurement

KDCCI programs equip local businesses with the skills and confidence to compete for City, State and private-sector procurement opportunities. By improving tender-readiness, operational maturity and leadership capability, these programs help retain a greater proportion of project expenditure within the local economy.

b) Local Workforce Attraction and Retention

The Careers Expo initiative broadens employment pathways, support local training choices, and help retain young people in the region. This reduces recruitment costs and strengthens the long-term sustainability of the local labour market.

c) Support for Economic Diversification

Events and programs such as Grow Local, PIBNG and The Network contribute to the growth of non-resource businesses, diversification into service, hospitality, technology, creative and professional sectors, and stronger Indigenous economic participation.

d) Direct Local Spend Through Events

KDCCI's large-scale events create immediate economic activity through local venue hire, catering, accommodation, AV services, marketing and creative providers. Our procurement policy indicates preference to engage local businesses (where possible).

3.5.2 Measurement of Success

As mentioned in the deliverables/reporting/evaluation mentioned in sections 3.1 of this submission, KDCCI will report

on the following indicators:

- Events delivered vs. plan
- Total attendance
- Participation by Indigenous businesses (PIBNG)
- Number of Grow Local coaching sessions delivered
- Basic participant satisfaction rating
- Delivery of required City of Karratha acknowledgements

To strengthen transparency and ensure alignment with the City's economic tracking, KDCCI will link its outcomes to relevant indicators in the City of Karratha Business Scorecard. This provides a consistent measurement framework and avoids creating new reporting systems.

KDCCI's activities contribute to Scorecard themes such as:

- Business confidence and sentiment
- Local procurement and supplier participation
- Workforce readiness and labour market activity
- Small business resilience and performance
- Industry diversity and business formation

KDCCI will reference the City of Karratha's published Scorecard results in 6-monthly reports to demonstrate how program outcomes align with or support broader regional trends. This allows the City of Karratha to see KDCCI's impact within its own established measurement tool, without duplicating data collection.

3.6 Please demonstrate how this activity/project represents good value for money for the City of Karratha?

The partnership represents excellent value for money for the City of Karratha because it delivers a comprehensive, high-impact economic development program at a fraction of the true cost of delivering these services independently. The City's contribution leverages KDCCI's expertise, networks, industry partnerships and volunteer support to achieve outcomes far beyond what the City could resource internally.

3.6.1 High Return on Investment for the City of Karratha

The City of Karratha's investment supports a full economic development schedule spanning:

- more than 60 KDCCI events per year,
- individual business coaching and advisory support,
- procurement pathways for local businesses,
- Indigenous business development,
- workforce and skills initiatives, and
- major flagship events that highlight Karratha as a leading regional business centre.

For the City of Karratha, this means:

- a single funding contribution delivers multiple programs;
- administrative, staffing and delivery costs are absorbed by KDCCI;
- the City of Karratha gains continuous visibility and reach across the entire business community.

The cost of independently delivering even one of these functions would far exceed the City of Karratha's total annual investment.

3.6.2 Significant Leverage of City Funding

The City of Karratha's contribution is directly leveraged through:

- sponsorships and partnerships from industry;
- participant fees for select events;
- in-kind support from businesses;
- membership fees;
- volunteer governance from the KDCCI Board;

- operational efficiencies and systems already established by KDCCI.

This means every dollar from the City of Karratha is amplified through additional private-sector and community value.

3.6.3 Strengthening Local Procurement and Economic Resilience

KDCCI programs help keep more economic activity within Karratha by:

- improving the readiness of local suppliers;
- supporting Indigenous-owned businesses through PIBNG;
- connecting SMEs to government and industry procurement pathways;
- breaking down barriers to local participation.

This aligns directly with the City's objectives to:

- increase local procurement,
- diversify industry, and
- strengthen local economic resilience.

3.6.4 Workforce and Skills Benefits

The Careers Expo, coaching, workshops and stakeholder events reduce skills shortages by:

- highlighting career opportunities to students and jobseekers;
- supporting local training and employment pathways;
- encouraging school leavers to remain in the region;
- connecting businesses to suitable local talent.

This reduces business recruitment costs, supports population stability, and contributes to a more sustainable regional workforce.

3.6.5 Efficient Reporting and Alignment with the City's Business Scorecard

KDCCI's streamlined reporting framework is designed to align with the City of Karratha Business Scorecard, ensuring the City of Karratha can clearly see how KDCCI's activities contribute to broader regional performance indicators, including:

- business confidence,
- business growth,
- workforce stability,
- industry diversity, and
- SME resilience.

This means the City of Karratha gains economically meaningful data without requiring burdensome reporting mechanisms from KDCCI.

3.6.6 Strong Promotion and Visibility for the City

Through the partnership, the City of Karratha receives:

- ongoing brand visibility across all programs and events;
- speaking opportunities at high-profile engagements;
- recognition as a key partner supporting local economic development;
- large-scale community reach through KDCCI's networks, marketing channels and media coverage.

This elevates the City's profile with residents, local business, major industry and visiting stakeholders.

3.6.7 Community-Wide Impact at Modest Cost

The total investment requested from the City represents less than 25% of the total delivery cost of the annual program.

The remaining cost is carried by:

- KDCCI operations,
- private-sector contributions,

- sponsorships,
- memberships,
- in-kind support.

In return, the City of Karratha gains:

- a stronger, more skilled and more diverse business community;
- improved economic participation;
- increased employment pathways;
- enhanced community connectedness;
- higher visibility as a pro-development local government.

This delivers exceptional value for money and ensures the City of Karratha's contribution directly supports outcomes that benefit the whole community and align with its long-term strategic goals.

SECTION 4 – ACKNOWLEDGEMENT OF FUNDING

If your application is successful, please outline all methods you would use to acknowledge the support you have received from the City of Karratha. Please also outline how you will collaborate with the City of Karratha for joint promotion and marketing material.

4.1 Acknowledgement of City of Karratha funding

The KDCCI will acknowledge and promote the support of the City of Karratha across the full three-year program through consistent, high-visibility recognition delivered before, during and after all funded activities and events. This includes:

4.1.4 Branding and Visual Recognition

Display of the City of Karratha logo on:

- KDCCI "Sponsors Sign" at the KDCCI office and at all relevant events;
- KDCCI event banners;
- KDCCI website with a direct link to the City's website;
- All event webpages, application pages and promotional collateral;
- All KDCCI promotional emails across funded programs;
- KDCCI email signatures;
- Major event screens, sponsor walls and signage (e.g., Business Excellence Awards);
- Large outdoor banners for the Careers Expo placed at the Leisureplex.

4.1.2 Verbal Acknowledgement

Verbal acknowledgment of the City of Karratha as a major funding partner at:

- All KDCCI events;
- All Grow Local workshops;
- PIBNG events;
- The Network (D&I) events;
- Business Breakfast Briefings (including the City delivering the opening address);
- Business Bootcamp and Business Excellence Awards.

4.1.3 Digital and Media Promotion

Inclusion of the City's logo and recognition in:

- KDCCI e-newsletters;
- KDCCI social media posts promoting events, programs and post-event wrap-ups;
- Radio interviews where event sponsors are acknowledged;
- Post-event photo albums featuring a sponsor watermark that includes the City of Karratha logo.

4.1.4 Event-Specific Acknowledgment

- Recognition as principal sponsor of the Business Breakfast Briefings.
- Recognition as a key partner in major events such as Business Excellence Awards, Business Bootcamp, Careers Expo and PIBNG Tradeshow.
- Priority opportunity for the City to present or speak at selected events.
- Opportunities for the City to participate in program activities and member events to enhance visibility and engagement.

4.1.5 Reporting

Each six-monthly report will outline how the City of Karratha was acknowledged across the funded programs, including examples, images and summary of promotional activities.

SECTION 5 – BUDGET DETAILS

List all the expenditure and income details relating specifically to your activity/project including any supporting quotes and support of other funding partners. If this information exists in another format please attach a comprehensive budget document.

Please note: The City of Karratha will not provide funding to cover business operating costs (e.g. staff wages, rent).

The below is the per annum expenditure/income estimate based on FY25/26 budget figures.

Expenditure		Income	
Items	Total	Items	Total
Grow Local	\$250,938	Grow Local	\$250,938
PIBNG	\$150,938	PIBNG	\$150,938
The Network	\$40,800	The Network	\$40,800
Bus. Excellence Awards	\$145,500	Business Excellence Awards	\$145,500
Careers Expo	\$40,609	Careers Expo	\$40,609
Business Breakfast Briefing	\$25,523	Business Breakfast Briefing	\$25,523
Business Bootcamp	\$58,349	Business Bootcamp	\$58,349
Year 1 Expenditure	\$712,657	Year 1 Income	\$712,657
Year 2 Expenditure	\$748,289	Year 1 Income	\$748,289
Year 3 Expenditure	\$785,704	Year 1 Income	\$785,704
Total Expenditure	2,246,650	Total Income	2,246,650

The total amount requested from the City of Karratha for this initiative (keep in mind relevant categories and funding caps in the Guidelines and Council's support of up to 50%):

Year 1: \$150,000

Year 2: \$156,000

Year 3: \$162,000

Total: \$468,000

Increase of 4% per annum to keep up with inflation.

Please note that this is extracted from our FY24/25 Budget figures approved by the KDCCI board. It is the estimated cost to deliver the program schedule. Please note that it is expected that costs will continue to rise over the three years of funding agreement and that the small contingency included will likely be absorbed in future year's budget.

SECTION 6 – OTHER INFORMATION

We welcome further information or attachments that may assist us in the processing of your application.

KDCCI wishes to highlight several emerging factors influencing the future needs of the Karratha business community and the importance of continued investment in economic development programs.

6.1 World Heritage Listing and Growing Tourism Demand

With the Murujuga Cultural Landscape now formally inscribed on the UNESCO World Heritage List, the region is entering a period of increased national and international visibility. This creates a significant economic opportunity for local tourism, hospitality, transport and cultural service providers.

Tourism Research Australia has consistently highlighted that regional WA visitors spend more per trip than metropolitan visitors, and in 2022–23, domestic regional visitation in WA increased by over 21%. Karratha is well positioned to benefit from this uplift, but businesses will require support to scale capability, service standards and visitor readiness.

KDCCI intends to increase its focus on preparing and strengthening the local tourism and hospitality sectors to meet this growing demand.

6.2 High Cost of Doing Business and Pressure on SMEs

The Pilbara remains one of the highest-cost operating environments in Australia. ABS data shows that:

- wage costs in the Pilbara outpace the WA average by a significant margin;
- rental and commercial accommodation costs remain among the highest in the State;
- small business survival rates in remote regions are typically lower than in metropolitan areas.

Local SMEs continue to face structural challenges relating to workforce availability, accommodation costs, labour mobility, and supply chain constraints. These pressures reinforce the need for ongoing business capability support to help SMEs become more efficient, productive and resilient.

6.3 Rapid Impact of Artificial Intelligence (AI) and Digital Transformation

The nature of work and service delivery is shifting rapidly due to AI, automation and digital tools. The Australian Government's AI in Daily Life report (2023) found that 68% of SMEs feel unprepared for digital disruption, and over 40% believe they lack the skills to adopt new technologies safely and effectively.

For a remote region like Karratha, the risk of local businesses falling behind is heightened by limited access to metropolitan training and advisory services.

KDCCI intends to continue supporting businesses to adopt digital tools and AI safely to improve productivity, reduce costs and strengthen competitiveness.

6.4 Transition to Renewables and the Growth of “Made in WA” Supply Chains

The Pilbara is central to WA's decarbonisation and renewable energy transition. Major operators are investing heavily in solar, electrification, battery storage, hydrogen and carbon abatement initiatives. This shift is generating new opportunities for:

- local manufacturing and supply chain participation (“Made in WA”),
- environmental services and rehabilitation industries,
- Indigenous-led land management and native seed enterprises.

With Indigenous-owned businesses already growing at more than four times the national rate (NIAA, 2023), there is significant opportunity to build capability and readiness in this sector.

6.5 Alignment with City of Karratha Priorities

These emerging themes—tourism readiness, SME productivity, digital transformation, renewable energy

participation, and Indigenous business development—align with the City of Karratha’s Economic Development Strategy, which identifies key priorities:

- industry diversification,
- local workforce development,
- enabling technology and innovation, and
- strengthening local supply chains.

KDCCI programs are well positioned to support businesses through these transitions, ensuring the local economy remains competitive, resilient and future-ready.

SECTION 7 – DECLARATION

I hereby certify that I am the authorised person of:

Business Name: Karratha & Districts Chamber of Commerce & Industry (KDCCI)

And that:

- ☐ I have read and understood the Policy & Guidelines;
- ☐ The business has all the required insurances, permits and licenses to operate;
- ☐ We would be able to proceed with the project if we were not successful in the funding application

The information contained herein, is to the best of my knowledge, true and correct.

Applicant Name: Sarah Whelan **Signature:**

Date:

SECTION 8 – FINAL CHECKLIST

Before submitting the application please ensure that the following has been completed. Please note that this checklist is included that you provide all the required information for assessment of your application. Incomplete applications will not be accepted.

- ☐ Provided your ABN and if you are registered for GST
- ☐ Clearly defined the purpose of the grant
- ☐ Shown other fundraising sources
- ☐ Quotes included for all expenditure items
- ☐ Provided other documents that support the application
- ☐ Application has been signed by an authorised signatory

Applications can be submitted to:

City Growth Team

City of Karratha

PO Box 219

KARRATHA WA 6714

OR

Hand delivered to

City Growth Team

City of Karratha Administration Office

Welcome Road

Karratha WA 6714

OR

Via email

enquiries@karratha.wa.gov.au