



Government
of South Australia

Department of
State Development

Global Expansion Program



2026
Guidelines

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Grant Stages

Stage 1	Program launched Department of State Development (DSD) publishes program guidelines on DSD website.
	Submission of application Applicant reviews eligibility, prepares and submits an application via DSD grants portal.
	DSD eligibility review DSD reviews application for completeness (all fields completed, supporting documentation attached etc.) and eligibility against program guidelines.
	Eligibility outcome Eligible and Non-eligible applicants notified. Eligible applicants shortlisted and proceed to panel assessment.
	DSD panel assessment Independent assessment panel review shortlisted applications against assessment and weighting criteria.
	South Australian Government Financing Authority Review (SAFA) SAFA to review financial documents and undertake due diligence of recommended applicants.
Stage 2	Applicant approval Recommended applicants sent to DSD delegate for Grant Approval and progression to Stage 2.
	Grant information session All Stage 2 applicants invited to GEP information session to meet allocated DSD Case Managers and selected business review consultant.
	Business reviews and action plan development External consultants will deliver business reviews in collaboration with the assigned DSD Case Manager and work with the applicant to develop a 12-18 month action plan outlining key activities to address export gaps and support growth. This will include obtaining quotes from service providers to be engaged for delivery of the proposed activities.
	Approval of action plan DSD approves action plan, nominated service providers and quotes and prepares Grant Offer.
Stage 3	Grant execution DSD executes grant and processes 1st payment.
	Action plan implementation Approved applicants work with case managers to implement the action plan as described in the Grant Offer.
	Reporting on activity and expenditure DSD works with applicant to undertake the milestones and reporting obligations of the Grant Offer including processing final payment.
	Completion of grant Export outcomes reported, all expenditure reported, finance acquitted and grant finalised.

This process may be updated or modified as needed.

GRANT PROGRAM GUIDELINES

1 Global Expansion Program

1.1 Program overview

The Global Expansion Program (GEP or Program) supports eligible South Australian businesses to grow international sales by helping them identify and overcome export barriers, build export capability and implement practical export growth activities.

The South Australian Government recognises that exporting businesses play a critical role in growing the state's economy. Businesses that successfully export are often more productive, innovative and resilient, creating jobs and generating long-term economic benefits for South Australia.

GEP is designed to support eligible South Australian businesses with scalable products, services and technologies that are ready to accelerate export growth and expand their international footprint.

Through a combination of grant funding, independent business reviews and tailored export advice, participation in the Program assists businesses to strengthen their export capability, enter new markets and increase export sales.

The Program aims to:

- Grow the value of innovative services, technologies, and products exported from South Australia
- Assist South Australian companies to implement their export strategies in existing and new markets to achieve an increase in export sales in the short or medium term
- Increase the number of South Australian companies exporting high value-added and innovative services, technologies and products
- Increase the number of South Australian companies pursuing growth through well-planned and sustainable export strategies.

Funding is provided through a competitive application process and is subject to available program funding.

1.2 Funding available

The South Australian Government has committed \$2 million over four (4) years to support eligible businesses through the Program.

Funding of up to **\$50,000 (excluding GST)** per applicant, is available to successful applicants.

The Program is designed to support activities that address export barriers, strengthen export capability and assist businesses to achieve export outcomes within the short to medium term.

Applicants should be able to demonstrate how participation in the Program will contribute to increased export capability, market access and export sales.

As part of the Program, successful applicants will participate in a business review funded by the Department of State Development (DSD). The business review will be used to identify export capability gaps, opportunities for growth and priority activities that may be supported through the Program.

Successful applicants will work with an independent business review consultant and DSD case manager to develop an action plan that outlines the activities proposed for funding.

Applicants should note:

- Funding is not automatically awarded following a business review and there is no guarantee that an offer of funding will be made
- All proposed activities are subject to review and approval by DSD
- Funding may be less than the amount requested
- Expenses must be eligible expenditure that is incurred and paid during the approved funding period (refer to section 5 and definition of eligible expenditure in section 9)
- Expenses incurred prior to execution of the grant agreement are not eligible.

The Program does not require a financial co-contribution from applicants. However, applicants are responsible for any costs or expenses that exceed the approved grant amount or are not eligible for reimbursement from the grant and any travel and accommodation costs associated with the Program.

DSD accepts no responsibility for financial commitments made by applicants prior to receiving written approval and the execution of a grant agreement.

1.3 DSD case managers

Successful applicants will be assigned a DSD case manager for the duration of the Program.

Case managers provide guidance and support throughout the grant lifecycle and assist businesses to maximise the benefits of the Program.

Support may include:

- Participation in the business review process
- Action plan development
- Introductions to suitable service providers
- Access to DSD's global networks and international offices
- Connections to Austrade TradeStart Advisers and export support services
- Assistance with understanding reporting requirements
- Regular project progress discussions.

DSD case managers do not assess applications or approve funding decisions and cannot guarantee grant outcomes.

1.4 Key dates

Funding rounds will be advertised on the DSD website. <https://statedevelopment.sa.gov.au/trade-international-investment/global-expansion-program>

Information published for each funding round will include:

- Application opening date
- Application closing date
- Eligibility review period
- Assessment period
- Notification of outcomes period
- Anticipated project commencement dates.

While DSD will make every effort to adhere to published timeframes, these timeframes are estimates or anticipated dates only and dates may change due to operational requirements, application volumes or other factors outside DSD's control.

Applicants are encouraged to submit applications as early as possible.

2 Eligibility requirements

To be considered for funding, applicants must satisfy all eligibility requirements outlined in these guidelines.

Applications that do not meet the eligibility requirements will not proceed to assessment.

Meeting the eligibility requirements does not guarantee funding.

2.1 Export categories

Applicants must identify the export category that best reflects their current export position from the following:

New Exporter

Business that may have maximised domestic markets and are seeking to execute an international growth strategy.

Infrequent Exporter

Sporadic or opportunistic export history with the ambition of achieving sustainable and ongoing international growth.

New Market Entry

Exporting well in existing market(s) but have clear specialised barriers to entry in new markets(s).

In-country Focus

Exporters that lack in-country partnerships, expertise and knowledge.

First Nations Business

An Aboriginal or Torres Strait Islander-owned business seeking to develop or expand international export opportunities.

2.2 Eligible applicants

To be eligible for funding, applicants must:

- Hold an active South Australian registered Australian Business Number (ABN)
- Be registered for Goods and Services Tax (GST)
- Be located in South Australia or demonstrate significant operations within South Australia to DSD's satisfaction
- Have generated commercial sales revenue for a minimum of twenty-four (24) consecutive months immediately prior to the application closing date
- Provide financial statements demonstrating commercial sales revenue for the required period (*refer to section 4.4 for approved documentation*)
- Have an exportable product or service
- Produce the product or service primarily from South Australia under their own brand (*this program is not open for aggregators, traders or businesses who sell services or export on behalf of businesses*)
- Be currently exporting or demonstrate export readiness (refer section 2.3)
- Have met, and must continue to meet, all obligations associated with all other South Australian Government grant funding or agreements
- Not have received funding through the Program within the previous three (3) years.

Applicants must also demonstrate a commitment to export growth and the ability to achieve export outcomes within twelve (12) to eighteen (18) months.

2.3 Export ready definition

For the purposes of this program, export ready means a business can demonstrate the capability, capacity and commitment to pursue international opportunities to DSD's satisfaction, including:

- Identified target export markets
- A clear export objective
- Sufficient operational capacity to fulfil international demand
- Management commitment to export growth
- The ability to implement activities that support international market development.

2.4 Eligible activities

Funding may be used to support activities that address export barriers and contribute to export growth.

Examples include:

- Export strategy development
- Market entry planning
- International market research
- Export advisory services
- Logistics and supply chain advice
- Regulatory and compliance advice

- Legal advice relating to export markets
- Intellectual property protection and registration
- Branding and marketing strategies
- Digital marketing and eCommerce development
- Translation and localisation services
- Customer and market validation activities
- Product adaptation for export markets
- International trade exhibitions and trade promotion activities
- Business matching and partner identification services
- Other activities approved by DSD that directly support export growth objectives.

Refer to attachment 1 for a full list of eligible activities and definitions.

Eligible activities will ultimately be determined and approved on a case-by-case basis by DSD through the business review and action plan process.

2.5 Ineligible activities

Funding cannot be used for:

- Salaries, wages or internal staff costs
- Purchasing or leasing of capital or equipment
- Expenditure incurred in respect of, or payments to, related entities (refer section 8 for definition)
- Routine operating expenses, including but not limited to accounting, lawyers, existing business advisors and consultants; service to customers or supporting supply chain in existing markets
- Domestic marketing activities unrelated to export growth
- Grant writing services
- Travel, accommodation, meals and incidentals
- Costs already funded or eligible for reimbursement or subsidy through another government program, including the South Australian Government or Commonwealth of Australia
- Commissions or sales incentives
- Taxation liabilities
- Activities undertaken prior to approval and the execution of a grant agreement
- Expenditure outside the funding period (refer section 5)
- Activities not approved by DSD and included in the action plan.

DSD reserves the right to determine whether any activity, cost or expenditure is eligible (or not) under the Program.

3 Assessment Process

The Program is a competitive grant program. Applications are assessed against the eligibility requirements and assessment criteria to determine which applicants will progress through the program.

Meeting the eligibility requirements does not guarantee funding.

DSD reserves the right to approve fewer applicants than the funding available or not allocate all available funding if suitable applications are not received.

3.1 Assessment criteria

Eligible applications will be assessed against the following criteria:

Application assessment criteria	Maximum points
Unique selling proposition and competitive advantage in target export markets	5
Demonstrated understanding of export capabilities, challenges and opportunities	5
Demonstrated commitment to export	5
Economic benefit to South Australia, including export sales and job creation potential and the ability to achieve export results in 12-18 months	5
Financial position and business viability	Assessment only
Total	20

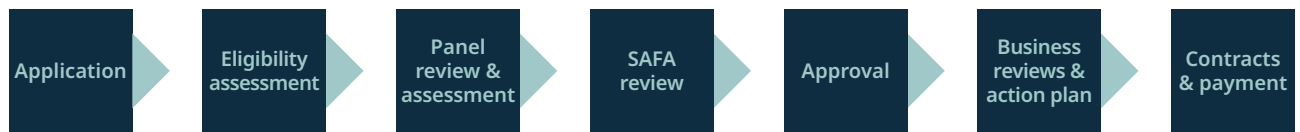
Applications will be assessed and scored by an assessment panel. The maximum score an application can receive will be 60 (three assessors; max 20 points per assessor).

In determining whether to recommend an application for funding, the assessment panel may also consider:

- Value for money
- Readiness to implement activities
- Likelihood of achieving export outcomes within twelve (12) to eighteen (18) months
- Strategic alignment with South Australian Government objectives.

4 Application and selection process

The below diagram outlines the high-level stages in the application and selection process.



4.1 Application submission

Applications must be submitted through DSD's online grants portal before the published closing date.

Applicants are responsible for ensuring:

- All questions are completed
- Required documentation is uploaded (refer to section 4.4 for specific financial documents);
- Information provided is accurate and complete
- The application is submitted before the closing date.

Providing false or misleading information in, or in relation to, an application may result in an application being rejected, a grant offer (if made) being withdrawn or any grant agreement (if entered into) being terminated and/or any funding required to be repaid.

Late or incomplete applications will not be considered except at DSD's discretion.

DSD may consider extending the closing date for an applicant under extenuating circumstances, provided an alternative timeframe has been agreed with DSD in writing, prior to the closing date.

Should the delay of an application submission be the result of an issue with DSD's information and communication technology (the portal), a request for extension will be approved for those applicants who have contacted DSD promptly.

Applicants can contact DSD to submit a formal request for an extension of time to lodge, by emailing the Grant Program Manager: dsd.gep@sa.gov.au

Applicants experiencing difficulties accessing or using the online application portal can request assistance by contact the GEP team: dsd.gep@sa.gov.au or calling (08) 7085 1533 prior to the application closing date.

4.2 Eligibility review

Applications will be reviewed in the order they are received to determine whether they meet the program's eligibility requirements.

Applicants must submit all required supporting documentation at the time of application. A failure to provide all supporting documentation may result in an application being deemed ineligible or not assessed in order at DSD's discretion.

Applicants will be notified of the outcome of the eligibility review as soon as practicable.

Where eligibility cannot be determined or DSD considers it requires more information to verify eligibility, DSD may request additional information or supporting documentation which must be promptly provided by the applicant.

Applicants who are unable to demonstrate eligibility may submit a revised application while the funding round remains open. However, DSD cannot guarantee that notification of ineligibility or any applications (including revised applications) will be assessed before the funding round closes. Applicants may only make one application at a time.

Applicants are encouraged to apply early to allow sufficient time for eligibility review and requests for further information to occur.

4.3 Assessment panel review

Eligible applications will be assessed by an assessment panel.

The assessment panel will be chaired (non-voting) by DSD and include members with relevant export, industry and commercial expertise.

All panel members will complete conflict of interest declarations prior to assessment.

Applications will be ranked based on assessment scores and recommendations provided to DSD by the assessment panel.

Final funding decisions remain at the discretion of DSD.

4.4 Financial review

Applications recommended for further consideration will undergo financial review by the South Australian Government Financing Authority (SAFA).

The purpose of the review is to assess:

- Financial viability
- Organisational capacity
- Financial management practicesThe applicant's ability to deliver the proposed activities.

Applicants must provide financial statements for the two most recent financial years prior to the date of their application. The financial statements must include a balance sheet and income statement and, where available, notes to the accounts. They should be independently prepared and signed by a qualified accountant. Audited financial statements should be provided where available.

Where finalised financial statements for the most recent full financial year are not yet available, applicants must provide draft financial statements or management accounts, including a balance sheet and income statement.

Applicants should consider whether providing financial information for related entities would assist SAFA to assess the applicant's overall group financial position.

Applicants should consider whether providing financial information for related entities would assist the South Australian Government Financing Authority to assess the applicant's overall group financial position.

The most recent two financial years required will be specified in the application form.

Failure to provide requested information may result in an application being deemed ineligible or not assessed in order at DSD's discretion.

4.5 Notification of outcome

Applicants will be notified via email of the outcome of their application. Notification will be sent to the email address registered at time of application.

DSD aims to notify:

- Non-eligible applicants as soon as practicable following eligibility review
- Successful and unsuccessful applicants within six (6) to eight (8) weeks of the funding round closing.

Applicants may request feedback on their application by contacting: dsd.gep@sa.gov.au

Applicants must keep funding outcomes confidential until publicly announced by DSD or the Minister.

4.6 Business review and action plan

Successful applicants will participate in a business review funded by DSD. The business review is a key feature of the program and is designed to:

- Assess export capability and capacity
- Identify export barriers and growth opportunities
- Evaluate export readiness (if relevant)
- Identify priority activities to support export growth
- Develop a practical pathway to achieving export outcomes.

The business review will be facilitated by an independent business review consultant together with the applicant's DSD case manager.

All information provided will be treated as commercial-in-confidence.

As part of the business review process, applicants will work with the business review consultant and case manager to develop an action plan.

The action plan will:

- Identify export growth priorities
- recommend activities and services
- Identify service providers
- Outline proposed expenditure
- Establish expected outcomes and milestones.

Applicants will be required to obtain quotes from proposed service providers who will deliver their proposed activities under the action plan.

While activities may be recommended through the business review process, DSD is not obliged to approve all or any activities identified in the action plan.

Final approval of activities and funding remains at the discretion of DSD.

4.7 Grant agreement

Successful applicants must enter into a grant agreement with the Minister on terms and conditions specified by the Government of South Australia before funding can be paid.

The grant agreement will outline:

- Approved activities
- Approved funding
- Payment arrangements
- Reporting obligations
- Project milestones
- Compliance requirements
- Other grant conditions.

Activities and grant payments are unable to commence until the grant agreement has been executed by both parties. Non-compliance with the grant agreement, including the grant purpose, conditions and reporting may result in the repayment of all, or part of the grant funding provided.

5 Grant management

5.1 Funding period and grant period

The program includes:

Funding period

Is the period during which approved activities must be undertaken and grant expenditure incurred and paid. The standard funding period is up to twelve (12) months from execution of the grant agreement by both parties. However, the approved funding period may be shorter or longer, depending on the approved project and specified in the executed grant agreement.

Grant period

Is the period during which all grant obligations, including reporting and outcome measurement, must be completed. The grant period may extend beyond the funding period and is generally up to eighteen (18) months from execution of the grant agreement by both parties.

5.2 Grant payment

If approved, grant funding is generally paid to successful applicants who have entered into a grant agreement (referred to as a 'recipient') in two instalments which are outlined in the grant agreement as follows:

Initial payment

A first payment, up to fifty per cent (50%) of the approved grant amount, will be paid following:

- execution of the grant agreement
- approval of the action plan
- submission of a valid tax invoice.

Final payment

A final payment of up to fifty per cent (50%) of the approved grant amount will be paid in arrears (on a reimbursement basis).

The payment will be calculated based on eligible expenditure incurred and paid against the activities approved by DSD in the action plan, during the funding period.

All payments are subject to:

- Submission and acceptance of all reporting requirements
- Submission of invoices and evidence of payment
- Verification of eligible expenditure
- Submission of a valid tax invoice
- Any other conditions stipulated by DSD in relation to that instalment.

Where approved eligible expenditure is less than the approved grant amount, the final payment will be adjusted accordingly.

DSD may vary payment arrangements including amounts, instalments and timing on a case-by-case basis, taking into consideration of the nature of the project, cashflow requirements and delivery timeframes where appropriate.

5.3 Reporting requirements

Recipients must complete reporting throughout the grant period. Reporting requirements will be specified in the grant agreement and will include:

- Progress reports
- Expenditure reports
- Financial reports
- Final outcomes reports.

Reports must provide information on:

- Approved activities undertaken
- Expenditure incurred and paid
- Progress made against the action plan and Outcomes achieved
- Export capability improvements
- Export sales achieved
- Jobs created or supported
- Future export opportunities.

All reporting must be submitted through DSD's online grants portal. Recipients must complete expenditure reporting by retaining and submitting copies of all relevant invoices, receipts and supporting financial records relating to grant-funded expenditure. Supporting documentation may include, but is not limited to:

- Tax invoices from approved service providers
- EFT remittances
- Bank statements
- Foreign exchange conversion records
- Other evidence of payment acceptable to DSD.

It is expected that, upon execution of the grant, recipients fully understand and commit to achieving all reporting requirements. Failure to submit approved expenditure reporting may result in the withholding or repayment of grant funding.

5.4 Variations

The requirements of the grant agreement cannot be changed without the prior written approval from DSD, which includes (but is not limited to):

- Approved activities
- Service providers
- Project scope
- Project timelines
- Expenditure allocations.

Variation requests are not automatically approved and will be assessed at DSD's discretion on a case-by-case basis during the grant period. Requests must be discussed with a case manager in the first instance and emailed to: dsd.gep@sa.gov.au If a variation request is approved by DSD, it will be subject to any formal documentation that DSD requires to implement that change.

5.5 Audit and record keeping

Recipients must retain all financial and project records relating to the grant for a minimum of seven (7) years following completion of the grant period.

DSD may conduct audits, compliance reviews or request additional information at any time during or after the grant period.

5.6 Program evaluation

Recipients may be required to participate in surveys, interviews, case studies and other evaluation activities for up to three years after completion of the grant period.

Participation assists DSD to measure program outcomes and improve future export support initiatives.

5.7 Non-compliance and recovery of funds

Without limiting the Minister's or DSD's rights under the program or grant agreement, DSD may suspend payments, terminate funding arrangements or require repayment of part or all grant funding where:

- False or misleading information has been provided
- Grant funding is used for unapproved purposes
- Reporting obligations are not met
- Expenditure cannot be substantiated
- The grant agreement is breached
- The recipient fails to comply with program requirements.

Any recovery of funds will be undertaken in accordance with the grant agreement.

6 Additional information

Reservation of rights

The Minister or their delegate has ultimate discretion over the administration of, and funding decisions made, under the Program.

Without limitation, DSD reserves the right to, at any time:

- Conduct the process for the assessment and approval of applications as it sees fit
- Amend these guidelines
- Suspend or cancel a funding round
- Rrequest additional information from an applicant
- Seek independent advice
- Verify information provided by applicants in whatever manner it sees fit
- Make funding decisions at its absolute discretion, including:
 - To consider or accept, or refuse to consider or accept, any application which is (a) lodged other than in accordance with these guidelines or (b) otherwise non-conforming in any respect; or
 - Where an approval has been communicated to an applicant, withdraw or vary that approval if facts, matters or information come to DSD's attention (whether known at the time of communicating the approval, or not) that is (a) material to its assessment or (b) means the application is lodged other than in accordance with these guidelines or otherwise non-conforming in any respect.

6.1 Announcement of grant

Successful applicants acknowledge and agree that information relating to their grant may be publicly announced by the Government of South Australia, the Minister and/or DSD.

By accepting funding under the program, successful applicants consent to DSD publishing information about the funded project through media releases, government publications, websites, social media channels and other promotional materials.

Information published may include, but is not limited to:

- The name of the successful applicant
- The project title and summary description
- The amount of grant funding approved
- Details of project activities and outcomes.

Applicants should ensure that any information provided in their application, including project titles and project summaries, does not contain commercially sensitive information, confidential business information or details that may compromise intellectual property rights if publicly disclosed.

As part of the program, recipients may also be invited to participate in promotional and evaluation activities, including case studies, success stories, videos, media opportunities, surveys and interviews that showcase the outcomes and benefits achieved through the program.

6.2 Freedom of information

Applicants should be aware that all documents in the possession of the Government of South Australia, including those about this grant opportunity, are subject to the Freedom of Information Act 1991 (SA) (FOI Act). Information submitted in applications and all related correspondence, attachments and other documents may be made publicly available under the FOI Act.

The FOI Act gives members of the public a legally enforceable right to access documents – subject to certain exemptions – held by government agencies, local government authorities, statutory and regulatory bodies and South Australian universities.

6.3 Privacy and information policy

DSD complies with the Government of South Australia's Information Privacy Principles Instruction. DSD collects information (including personal information) as reasonably necessary for the purposes and functions of:

- Administering our grants and funding programs
- Keeping you informed about the program, relevant upcoming events, grant funding initiatives and outcomes, our services, special events or client feedback surveys, as well as our activities in general

Improving our websites and other services.

Any information contained in or relating to an application, including information identified by an applicant as confidential information for the purposes of applying for funding under this Program, may be disclosed by DSD to, or used by DSD:

- To its employees, advisers, other instrumentalities of the Government of South Australia and their personnel (including SAFA), or third parties in order to manage the program (including but not limited to, for the purposes of evaluating and assessing the application)
- For the purpose of verifying any information in or in relation to an application or other funding income for your project – DSD may provide information to other agencies, instrumentalities of the Government of South Australia or third parties
- For due diligence, monitoring, reporting and audit purposes
- Within the Government of South Australia where this serves the legitimate interest of DSD
- In response to a request by a House or Committee of the Parliament of the Commonwealth of Australia or South Australia
- For training, systems testing and process improvement, including compiling statistics and reports
- If an application is successful, for promotion of project activities and outcomes
- Where information is authorised or required by law to be disclosed
- Where the information is already in the public domain.

The collection and use of information extend to use or disclosure of such information by the Minister for the purposes as outlined above.

It is the intent of the Government of South Australia to be transparent with regards to financial assistance provided to industry. The government intends to publicly disclose details of all financial assistance provided by the government for this program (which will include, but is not limited to, the name of the successful applicant, details of the project activity and amount of grant funding).

6.4 Disclaimer

No responsibility for any loss or damage caused by reliance on any of the information or advice provided by or on behalf of the Government of South Australia, or for any loss or damage arising from acts or omissions made, is accepted by the Government of South Australia, their officers, servants or agents.

6.5 Copyright

By applying to the Program, an applicant will be taken to:

- License the Government of South Australia to reproduce for the purpose of this process, the whole or any portion of application despite any copyright or other intellectual property right that may subsist
- Transfer ownership in the documents and any other materials constituting the application to the Minister on behalf of the Government of South Australia.

6.6 Conflict of interest

Any conflicts of interest could affect the performance of the grant. There may be a conflict of interest, or perceived conflict of interest, if DSD staff, the applicant and/or any of its personnel:

- Has a professional, commercial or personal relationship with a party who is able to influence the application and final selection process, such as a DSD officer
- Has a relationship with or in an organisation which is likely to interfere with or restrict the applicants from carrying out the proposed activities fairly and independently
- Has a relationship with, or interest in, an organisation from which they will receive personal gain because the organisation receives funding under the program.

Applicants will be asked to declare, as part of your application, any perceived or existing conflicts of interest or that, to the best of your knowledge, there is no conflict of interest.

If an applicant later identifies that there is an actual, apparent or potential conflict of interest or that one might arise in relation to a grant application, it must inform DSD in writing immediately. In particular, an applicant cannot claim expenditure in which you, directly or indirectly, have an interest from the grant including as described above.

DSD reserves the right to reject an application if it is not satisfied that arrangements are in place to address or manage a perceived or actual conflict of interest.

DSD will maintain a register of notified conflicts of interest throughout the application and assessment process. The register will also list applicants' conflicts of interest and those of the DSD assessment panel and authority officers.

7 Enquiries and support

DSD encourages businesses interested in the program to seek advice and support before submitting an application.

For general program information, including the program guidelines and frequently asked questions, please visit:

<https://statedevelopment.sa.gov.au/trade-international-investment/tistrategy/trade-and-investment-support/export-diversification-program>

Applicants are encouraged to review the program guidelines and frequently asked questions prior to contacting DSD.

Export advice and business support

Businesses seeking advice on export readiness, market selection, export planning, international growth opportunities, or the suitability of the program for their business are encouraged to connect with a DSD TradeStart Adviser.

To learn more about the export services available and connect with a TradeStart Adviser, please visit:

<https://export.sa.gov.au/export-advisers>

Program enquiries

For enquiries relating to the Program, including eligibility requirements, application processes, assessment timeframes, reporting obligations and grant administration, please contact the Trade Grants team.

Trade Grants team

Email: dsd.gep@sa.gov.au Phone: (08) 7085 1533

8 Definitions

Action plan

The plan developed by the applicant in conjunction with the DSD case manager and Business Review Consultant following completion of the business review. The action plan outlines the approved activities, proposed service providers, expected outcomes, project milestones and how grant funding (if approved) will be utilised.

Business review

An independent review funded by DSD and undertaken by a business review consultant to assess an applicant's export capability, capacity, opportunities, barriers and readiness for international growth.

Department or DSD

The Department of State Development acting on behalf of the Minister.

DSD Case Manager

A DSD TradeStart Adviser assigned to successful applicants to provide guidance and support throughout the Program. Case Managers assist businesses with export growth planning, market selection, action plan development, and connections to DSD's international networks and export support services.

Eligible expenditure

Expenditure towards eligible activities approved by DSD and included in the approved action plan. Eligible Expenditure must be reasonably incurred, paid and evidenced during the funding period and comply with the requirements of the grant agreement.

Export outcome

A measurable result achieved as a direct consequence of program activities. Export outcomes may include, but are not limited to, export sales, export contracts, distributor or agent agreements, new market entry, international partnerships, customer acquisition, or other outcomes approved by DSD.

Export ready

As set out in these guidelines, a business that can demonstrate the capability, capacity and commitment to pursue international market opportunities, including identified target markets, a clear export objective, sufficient operational capability and management commitment to export growth.

Financial statements

The financial records required to support an application and financial review assessment or required for financial reporting. Unless otherwise specified by DSD or in the grant agreement (if approved), financial statements must include a profit and loss statement and balance sheet prepared in accordance with Australian Accounting Standards for the required reporting periods. DSD and SAFA may request additional financial information to verify eligibility and financial viability.

Funding period

The period during which eligible activities must be undertaken and eligible expenditure incurred and paid. Unless otherwise specified in the grant agreement, the funding period is twelve (12) months from the date the grant agreement is executed by both parties.

Funding round

A competitive application process conducted by DSD during a specified period for the purpose of assessing and selecting applicants for funding under the program.

Government of South Australia or South Australian Government

The Crown in right of the State of South Australia.

Grant agreement

The legally binding agreement between the Minister and a successful applicant (referred to as a recipient) that outlines the terms and conditions which apply approved activities, funding, reporting obligations and conditions of funding.

Grant period

The period during which all grant obligations must be completed, including reporting, acquittal and outcome measurement activities. Unless otherwise specified in the grant agreement, the grant period is up to eighteen (18) months from the date the grant agreement is executed by both parties.

High-value products and services

Products or services that demonstrate significant value-add through innovation, advanced manufacturing, technology, intellectual property, specialised expertise or other competitive advantages that contribute to export growth.

Minister

The Minister responsible for State Development in South Australia, or any successor portfolio with responsibility for the program.

Produced primarily in South Australia

A product or service that is principally developed, designed, manufactured, delivered or otherwise created in South Australia and generates economic benefit for the state.

Related entity

An entity that is related to, controlled by, or under common ownership, management or beneficial ownership with the applicant, or in which the applicant otherwise has an interest, as defined in the grant agreement or determined by DSD.

Service provider

An independent third-party business, consultant or organisation engaged by a grant recipient to deliver approved activities outlined in the action plan.

Significant operations in South Australia

When the applicant's ABN is not registered in South Australia and the applicant can demonstrate a genuine, active and substantial business presence in South Australia. This may include having South Australian-based employees, premises, facilities, operations, customers, project activity, or management functions that provide economic benefit to the state. A registered address, mailing address or occasional business activity in South Australia alone will not generally be sufficient. DSD will assess this requirement on a case-by-base basis.

Trade grants team

The DSD officers responsible for administering, managing and delivering the program.

Value for money

The extent to which proposed activities represent an efficient, effective and appropriate use of public funds, having regard to anticipated export outcomes, business capability and project benefits.

Variation request

A formal written request submitted by a recipient seeking approval to amend an approved activity, service provider, budget allocation, milestone, project scope or project timeframe outlined in the grant agreement or approved action plan.

9 Attachment 1:

Eligible activities definition

Eligible services	Description
Accounting and taxation	Advice on accounting and taxation advice, obligations and reporting obligations in targeted markets
Advisory services	Advice on sales and distribution process and networks, market entry strategy, trade missions, in country support (funding, partnerships, etc.), business matching and export plan development
Capital structure	Advice on investment structure (M&A, divestment etc), capital raising and stock exchange listing. Governance and statutory records
eCommerce	Advice on developing and implementing an eCommerce strategy for a target international market
In-market events and activities	Trade shows, conferences and other activities to promote your product/ services in international markets, including freight for samples related to promotion activity <i>NOTE: Accommodation and all travel (including private hire vehicles/ passenger transport vehicles), meals and other incidentals are excluded</i>
Legal and regulatory advice	Advice on regulatory standards, IP laws, local consumer protection regulations, process. Development or review of contracts. Product testing for regulatory compliance
Marketing	Strategic branding, marketing and communication services, graphic design, web and app design, film, video and photography services, accessibility review and audit services, authoring and editorial services and translation services, e-commerce and social media marketing including paid and boosting adds.
Market research, market advice and business strategy	Information and advice on specific international markets including research, growth opportunities, cultural understanding, trade market access and other trade barriers , product testing and market research/focus groups (in market)



**Government
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