

North West Leicestershire Rural Business Grant Fund

- i) Please read this application, eligibility criteria, guidance notes and other information provided on www.nwleics.gov.uk/businessgrants prior to completing this document.
- ii) You will be asked to provide a number of supplementary documents to support your application. We suggest that you begin the process of gathering these documents together as soon as possible in order to avoid delay in determining your application.
- iii) The North West Leicestershire Rural Business Grant Fund cannot be used to support projects that have received funding from other DEFRA schemes. This includes 'Farming in Protected Landscapes Programme', 'Farming Investment Fund', 'Farming Equipment and Technology Fund', the 'Farming Transformation Fund', the 'Platinum Jubilee Village Hall Improvement Grant Fund' or any other DEFRA funded programmes for direct farming activities including contractors that carries out an agricultural or horticultural as a service.

*** indicates that this field must be completed**

1. Company details

Company name *

Trading name*

Address of registered office:

Postcode*

Building name

Street

District

Town*

County

Main contact:

The main contact at the company that all correspondence regarding this application shall be addressed to

Title*

Telephone number*

First name*

Email*

Surname*

Company website
address*

Position*

How did you hear
about North West
Leicestershire Rural Business
Grant Fund?

2. Further details

Please use this section to specify how your project will meet the eligibility of the grant. This section can also be used to specify any further information to support your application.

Company type*

- | | |
|--|--------------------------------------|
| <input type="checkbox"/> Limited Liability Company | <input type="checkbox"/> Sole trader |
| <input type="checkbox"/> Partnership | <input type="checkbox"/> Franchise |
| <input type="checkbox"/> Limited Liability Partnership | <input type="checkbox"/> Other |

Business sector / SIC*

Business description*

Company Number / National Insurance Number *

VAT number (if applicable)*

Turnover (last year)*

Company date established*

Current Bank *

Total number of employees (FTE)

Address of project - (if different from registered office)

Postcode

Building name

Street

District

Town

County

3. Proposal

Describe precisely

1. What your business does? (100 words max)*

2. What you will use the grant for (are you negotiating the purchase? Where will you be procuring the goods / services from)? (100 words max)*

3. How the grant will support your business? (500 words max)*

When would you like to start the project?*

When would you envisage these jobs being created?*

How many jobs would this project create, if any?*

How many jobs would this project safeguard, if any?

4. Finance

In this section please provide the full cost of your projects and how much grant you are applying for. All projects require a minimum 50% match funding.

Amount of grant applying for £ (Between £1,000 and £25,000)

Match funding from you £ (Minimum of 50%)

Total project cost £

Have you applied for other sources of funding and for this project? Please state

Name	Amount
<input type="text"/>	£ <input type="text"/>
<input type="text"/>	£ <input type="text"/>
<input type="text"/>	£ <input type="text"/>
<input type="text"/>	£ <input type="text"/>
Total	£ <input type="text"/>

Please tick this box to confirm the North West Leicestershire Rural Business Grant Fund cannot be used to support projects that have received funding from other DEFRA schemes. This includes 'Farming in Protected Landscapes Programme', 'Farming Investment Fund', 'Farming Equipment and Technology Fund', the 'Farming Transformation Fund', the 'Platinum Jubilee Village Hall Improvement Grant Fund' or any other DEFRA funded programmes for direct farming activities including contractors that carries out an agricultural or horticultural as a service.

5. Additional benefits

Please describe the benefit of this project to North West Leicestershire *i.e* creating rural jobs, adopt environmentally friendly principles, nature recovery

Are there any potential risks to the project?

Subsidy Control

*Does the level of Subsidy Control received by the company including this grant application, exceed £315,000 within the past three years?

Yes No

Please give details and amount of any public funding your company has received over the past three years

Name	Amount
<input type="text"/>	£ <input type="text"/>
<input type="text"/>	£ <input type="text"/>
<input type="text"/>	£ <input type="text"/>
<input type="text"/>	£ <input type="text"/>
<input type="text"/>	£ <input type="text"/>
<input type="text"/>	£ <input type="text"/>
<input type="text"/>	£ <input type="text"/>
Total	£ <input type="text"/>

6. Project plan

When you would like to start this project? Please note that all grant funding must be claimed no later than 31 January 2025. Please now define the project start and expected end dates;

Start date **End date**

Project stages: Please outline each of the key stages of this project including recruitment of all jobs. Please note this project plan should start and end with the dates provided above.

Start date	Description	End date
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Please state the names of the contacts involved in this project and their relevant skills

Title	First name	Surname	Position	Qualification / experience
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

7. Project premises

Do you own or lease the premises?* Own Lease

If leased, when will the current lease end?

If leased, please provide a signed copy of your lease with your application

If owned, please provide a signed copy of the Register of Title or Title deed with your application

Will this project require planning permission?* Yes No

If Yes, has a planning application been submitted?* Yes No

If Yes, what is the planning reference number given?

Has planning permission been granted? Yes No

Will this project require any further consents such as Building Control approval? Yes No

8. Business plan

Short description of the business opportunity*

Please also provide a copy of your full business plan.

9. Bank details

Please ensure that you have entered the correct details before submitting this form.

Bank name*

Bank account number*

Bank sort code*

*** Please provide bank statements for the business account listed above, we will not be able to process your grant without this information.**

10. Submission

Supporting material

In support of your application, we will need to review the following documentation which can be submitted as an email to businessgrowthgrants@nwleicestershire.gov.uk

We will need this information prior to considering your application:

Business bank statement for the last six months*	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Business plan*	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Two years financial accounts and balance sheets*	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Cashflow forecast for two years*	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Lease agreement or registered title (signed and recently dated)*	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Planning decision notice for building projects	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Three quotes for eligible items of £5,000 or greater	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Evidence of match funding*	Yes <input type="checkbox"/>	No <input type="checkbox"/>

11. Confirmation of finance

This will be the basis of your grant agreement should your application be approved. Please ensure your project costs are supported by quotes.

Total project cost*	£ <input type="text"/>
Amount of grant applying for*	£ <input type="text"/>
Match funding*	£ <input type="text"/>
Have you provided evidence of match	Yes <input type="checkbox"/> No <input type="checkbox"/>

12. Signature of applicant

I agree that the information contained in this application is true and accurate to the best of my knowledge and acknowledge that this information will form part of an agreement with North West Leicestershire District Council should this application be successful. I also declare that under the de-minimus Subsidy Control that our company has not received more than £315,000 in grant funding including this application in the previous three years.

Signature

Date

Position

By submitting this application you consent to the council verifying your information against other records it holds (for example, business rates records) to secure the effective financial management of the council. Where you are an individual or individuals, please note that the council is the data controller for the purposes of the Data Protection Act 2018 (the "Act") and the information in this form will be used for the purposes of assessing your application and cross-checking with other information the council holds relating to you, in accordance with the provisions of the Act.