



BUSINESS DEVELOPMENT GRANT SCHEMES

INTRODUCTION

Two grant schemes have been established to encourage the formation of new enterprises and stimulate the growth of established small and medium sized businesses. In both cases, the main objective for awarding the grant will be that the project will result in new jobs being created and more importantly assist growth in the current economic climate.

The main criteria for support are that:

- (i) The business is based in, and the investment would benefit, Ryedale District;
- (ii) The project and the business are commercially viable; and
- (iii) The project needs financial support.

It should be noted that the grants are entirely discretionary, the emphasis being placed upon the business to illustrate that the grant is needed.

Please note, you may only apply for grant aid under either the Business Start-Up Grant or the Business Expansion Grant not both.

BUSINESS START-UP GRANT

ELIGIBILITY

This scheme is targeted at new start-ups and companies less than 18 months old. The grant is available to the manufacturing sector and most service sector businesses. *The following businesses are ineligible; retail, personal services (i.e. hairdressers, gardeners, handypersons etc), hotels, B & B's, restaurants and estate agents.*

SCOPE OF ASSISTANCE

Applications can be made for assistance towards the following costs:

- (a) The provision of necessary machinery and equipment;
- (b) The extension, adaptation or improvement of facilities within premises;
- (c) Marketing, where it forms part of a promotional programme, which is likely to lead to additional jobs.

The maximum of grant assistance is £1000 to any one business in any one year. Grants are dependent on business mentoring taking place three months after the allocation of the grant.

BUSINESS EXPANSION GRANT

ELIGIBILITY

This scheme is aimed at assisting existing businesses in Ryedale who may be looking to strengthen their market position or expand into new markets.

This grant is available to the manufacturing sector and most service sector businesses. *The following businesses are ineligible: retail, personal services (i.e. hairdressers, gardeners, handypersons etc), hotels, B & B's, restaurants and estate agents.*

SCOPE OF ASSISTANCE

This grant is targeted at revenue schemes rather than capital projects, and will be based on a specific need having been identified through the development of a Business Plan.

Examples of areas of eligible expenditure could be:

Funding an Export Mission
Researching/marketing new markets
Product development and innovation
Skills Training

The maximum amount of grant assistance is £3000 to any one business in any one year. Grants are dependent on business mentoring taking place three months after the allocation of the grant.

The grant schemes are delivered in partnership with Business Link Yorkshire who can provide free business advice and support in preparing and submitting an application.

Please contact Business Link at:

Business Link Yorkshire
1 Capitol Court
Capitol Business Park
Dodworth
Barnsley
S75 3TZ

Tel: 08456 048048

Email: info@businesslinkyorkshire.co.uk

BUSINESS DEVELOPMENT GRANT SCHEMES

APPLICATION FORM

Applicants are requested to fill in the form below in black ink. Please ensure the form is completed as accurately and with as much detail as possible, as failure to do so may result in a delay in processing your application.

Please tick which grant you wish to apply for:

Business Start Up:

Business Expansion:

DETAILS OF APPLICANT

Name of Applicant:

Name of Business:

Address:
.....
.....

Telephone Number:

Legal Status of Business: (delete as applicable) Partnership / Sole Trader / Limited Company
Other (please specify).....

Name of Contact:

Nature of Business:
.....

Telephone Number:

Fax Number:

Email Address:

Name of Contact:

Nature of Business:

If this business is a new venture, when do you intend to start operating?

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If this is an existing business, please state when it began

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How many employees do you have at present?

Directors/Principals: Full Time Part Time

Employees: Full Time Part Time

How many new jobs will be created by this proposal and what is the expected date of employment?

Number of Full Time Jobs: Dates:

Number of Part Time Jobs: Dates:
(Please state if any of the jobs are through NVQ Options)

PURPOSE OF THE GRANT CLAIM

Outline the details of the project for which assistance is requested: (In addition to completing this form, it may be advisable to submit an accompanying description of the proposal, outlining details of the project and its cost)

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Location of the Project:.....

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.....

Total estimated cost of the project:

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.....

Have you applied for grant aid from any other source? Yes No

If yes, please give further details, i.e. how much, what for and whom.

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How do you intend to finance the balance of the project expenditure?

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BUSINESS BACKGROUND INFORMATION

Inclusion of your Business Plan is essential.

Please also include any further information on the past, present and future of the business; market potential/share; competitors; pricing; costs/overhead structure; any other information which you may consider relevant.

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FINANCIAL

- For new businesses, it is essential to provide a forecasted Cash Flow statement for the next 24 months, itemising all elements of income and expenditure and incorporating the effect of the new project.
- For existing businesses, it is essential to provide Accounts (Balance Sheet and Trading Accounts), for your last trading period.

I/we* declare that the information given on this sheet is, to the best of my/our* knowledge, true and accurate and I/we* agree that in the event of a grant being made:

- The assets acquired as a result will be employed within Ryedale District for the purposes of the business mentioned above and that the grant will be repayable at the discretion of Ryedale Council if the applicant ceases trading within 12 months of the making of the grant to use, within Ryedale District, the property or equipment in respect of which the grant was made for the purposes of the business referred to in the application.
- To supply such progress reports as may be reasonably required by Ryedale District Council.

Signed: Designation:.....

Signed: Designation:.....

Date: Date:

*Please delete as necessary

Please return your completed form to:

**Business Link Yorkshire
1 Capitol Court
Capitol Business Park
Dodworth
Barnsley
S75 3TZ**

CONDITIONS OF THE GRANT

- 1. The approval or refusal of a grant is at the absolute discretion of Ryedale District Council.**
- 2. The business is based in, and the investment would benefit, Ryedale District.**
- 3. You are not eligible to apply if you are in any way related to any member of Ryedale District Council.**
- 4. Grants will not be given for expenditure incurred prior to an application being made.**
- 5. Payment of grants to successful applicants will be paid in one sum, within one month.**
- 6. Payment will only be made on receipt of evidence by Ryedale District Council, that the applicant has incurred the expenditure as outlined on the grant application form.**
- 7. Applicants who have received grant assistance will be required to complete a short questionnaire three months after receipt of the grant. This will be completed during a visit by a Business Link Advisor to confirm the correct use of the grant.**
- 8. The Council reserves the right to reclaim the grant in the event of the business operation ceasing to operate within the Ryedale area, within twelve months from the date the grant was approved, or if the grant has not been allocated to the use described on the application form.**
- 9. The offer of grant assistance will be for a period of six months with effect from the date offered.**
- 10. If Ryedale District Council has not received receipts within six months from the date of acceptance for a Business Grant, then the entire offer will be withdrawn.**
- 11. The Council will have a capped funding stream of £40,000. Once this has been awarded no further grants will be offered and the scheme will end.**

(PLEASE NOTE THE CONDITIONS ABOVE WILL BE APPROVED BY THE LEGAL DEPARTMENT BEFORE RELEASE).