**Little Hulton Big Local**

**Enterprise Start Up Grants**



 **Little Hulton Big Local Enterprise Start Up Grants**

Little Hulton Big Local offers small amounts of funding of up to £500 for individuals to try out their business ideas in the Little Hulton area.

You can apply for up to £500 to support you to develop your business idea.

Applications are assessed via a short application form.

The aims of Little Hulton Big Local Enterprise Grants are:

* To encourage and reward enterprise and entrepreneurship
* To support individuals setting up a business with their personal survival plan
* To create an opportunity to develop relationships with local residents seeking to establish businesses and develop a greater understanding of their needs.

**Applications are assessed via a short application form.**

**Our criteria for this fund is:**

* You live in Little Hulton or the business is based in Little Hulton
* The grant will help you further test your business or enterprise idea
* You can evidence that there is a potential market for your business

You will also need to provide evidence of self-employment or proof that you are in the process of establishing a business.

For example one of the following:

* Being in receipt of the New Enterprise Allowance
* Registering the business as a company with Companies House
* Registering with HMRC
* Being assessed and for approved business startup funding by another body for example City West or UnLtd

In addition:

* We ask applicants for proof of identity as well as proof of residence in Little Hulton or proof that the business is located in Little Hulton
* Cash awards will only be paid into business bank accounts.
If you don’t have a separate account we still want you to apply. Applications for equipment, training or other items that will support the development of your business, will be purchased directly by Little Hulton Big Local or payment made in installments with production of valid receipts.

 Applications will be accessed by members of the Employment and Wellbeing Task Group and then approved by the Little Hulton Big Local Board.

Our Board meets monthly, to be considered by the Board grant applications must be received one week prior to the Board meeting

**Please note that grant applications will not be considered at the Board meeting in January due to the Christmas and New Year holiday closure.**

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| **Deadline for grant applications** | **Board Meeting** |
| Monday 26th November 2018 - **NOON** | Monday 3rd December 2018 |
| Monday 28th January 2019 - **NOON** | Monday 4th February 2019 |
| Monday 25th February 2019 - **NOON** | Monday 4th March 2019 |
| Monday 25th March 2019 - **NOON** | Monday 1st April 2019 |
| Monday 6th May 2019 - **NOON** | Monday 13th May 2019 |
| Monday 27th May 2019 - **NOON** | Monday 3rd June 2019 |
| Monday 24th June 2019 - **NOON** | Monday 1st July 2019 |
| Monday 29th July 2019 – **NOON** | Monday 5th August 2019 |

**Privacy Notice**

* The contact details submitted as part of this application will be used to communicate with you about your grant with us but also to let you know about related funding opportunities for your organisation as part of our service to local groups.
* We are required to share information about your organisation and its activities to the funder of the programme (i.e. Big Local). However, no personal information will be shared.
* We will share information about your organisation and the grant activities in our annual reports and online (on our website) and share with 360 Giving. [www.threesixtygiving.org](http://www.threesixtygiving.org). No personal or contact information is shared through this process.

 f you would like more information about how Little Hulton Big Local and Salford CVS handle your data then feel free to read our full privacy statement ([www.salfordcvs.co.uk](http://www.salfordcvs.co.uk)

**Little Hulton Big Local**

**Enterprise Start Up Grant Application Form**

Please complete the application form below. Typed text must be Arial font 12.

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| **Q 1** | **Personal details** |
| Your name |  |
| Your telephone number |  |
| Your mobile number |  |
| Your email address |  |
| Address details |  |
| Post code  |

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| **Q 2** | **Is your business based in the Little Hulton Big Local area or are you a Little Hulton resident?** |
| Yes [ ]   | No [ ]  If no, please note your application is ineligible. |

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| **Q 3** | **Tell us what you want to do and what type of business you are looking to develop?** |
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| **Q 4** | **How do you know that here is a need for this business?** |
| **For example what market research have you done or how have you tested out your business idea?** |

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| **Q 5** | **Tell us a bit about your background and why you want to develop this business idea?** |
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| **Q 6** | **Do you have a separate business bank account?** |
| **Yes** [ ]  | **No** [ ]  |
| * Cash awards are only paid into business bank accounts but if you don’t a have separate account we still want you to apply. You can apply for pieces of equipment, training or other items that will support you to develop your business, these will then be purchased directly by Little Hulton Big Local or we may pay you in installments and ask you to supply us with receipts.
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| **Q 7** | **Budget** |
| Tell us how much money you need for your business idea and what you need the money for. |
| **Item(s) of expenditure:** | **Amount needed:** |
| **1** |  |
| **2** |  |
| **3** |  |
| **4** |  |
| **5** |  |
| **6** |  |
| Total amount requested  | £ |
| **If you receive a cash award we will ask you to send us copies of the receipts. For audit purposes please retain all expenditure records.** |

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| **Supporting Information** |

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| **Reference.** |
| **Please provide contacts details of someone who will provide a reference (not a relative) recommending you for this Award. They must be familiar with your business idea and must have known you for a minimum of six months** |
| **Name** |  |
| **Role** |  |
| **Address** |  |
| **email** |  |
| **Phone** |  |

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| **Please tell us what evidence you can provide have that you are self-employed or being in the process of setting up a business.**  |
| **For example:*** **Being receipt of the New Enterprise Allowance**
* **Registering the Business as a Company with Companies House**
* **Registering with HMRC**
* **Being assessed and approved for business startup funding by another body for example City West or UnLtd**
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| **Declaration** |
| I confirm that the details on this application form are correct.  |
| **Name** |  |
|  |  |
| **Signature** |  |
| **Date** |  |
| Successful applicants will be contacted at three, six and twelve months after receiving the award by either the Little Hulton Big Local Community Organiser or Little Hulton Big Local Development Manager and asked how their business is progressing and if they require any additional support including access to our Business Step Up Funding. |

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| Please return the completed application to: **Email:** littlehultonbiglocal@yahoo.co.uk. An acknowledgement email will be sent. **Post:** Community Hub, 27- 29, Hulton District Centre, Little Hulton, M28 0BAYou can contact Little Hulton Big Local for queries on **0161 790 7072****Checklist**Please ensure you have enclosed the required documentation / evidence

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| --- | --- |
| Checklist | Tick to confirm  |
| Completed all sections of the application |  [ ]   |
| Application is signed  |  [ ]   |

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