**Little Hulton Big Local**

**Enterprise Step up Grants**



 **Little Hulton Big Local Enterprise Step up Grants**

**Little Hulton Big Local offers funding of up to £5000 for individuals/organisations to grow and scale up their business in the Little Hulton area.**

**Little Hulton Big Local Enterprise Step up Grants**

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 who are seeking to establish a business and develop a greater understanding of their needs

You can apply for up to £5000 to support, grow and scale up your business.

Applications are assessed via an application form/business proposal, twelve month cash-flows and an interview.

 The interview panel will include people with relevant business experience and local knowledge. Applications will then be reviewed by members of Little Hulton Big Local Employment and Wellbeing Task Group and approved by the Little Hulton Big Local Board.

Please see below criteria for funding:

* Applicants must live in Little Hulton or the business based in Little Hulton
* There is evidence that the applicant has set up a business or enterprise
* There is clear evidence of market research and demand for the business or enterprise
* There is clear evidence that an investment from Little Hulton Big Local will support the business or enterprise to grow
* There is evidence of business sustainability

Applications are welcome from residents/organisations who can demonstrate they have established a business, through 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 a business bank account. If you don’t have a separate business account we still want you to apply. If we believe your business proposal meets our criteria, we will explore alternative ways to fund your proposal on a case by case basis

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

**Little Hulton Big Local**

**Enterprise Step up Grant Application Form**

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

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

|  |  |
| --- | --- |
| **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. |

|  |  |
| --- | --- |
| **Q 3** | **Tell us about yourself and what you have achieved through your business to date?** |
| Tell us about your passion for your business. |

|  |  |
| --- | --- |
| **Q 4** | **How will an investment from Little Hulton Big Local help you grow or scale up your business?** |
| How will this funding help you move your business forward? |

|  |  |
| --- | --- |
| **Q 5** | **How do you know that your idea for growing or scaling up your business will work?** |
| Have you completed any market research or market tested your idea? |

|  |  |
| --- | --- |
| **Q 6** | **Tell us what the aims and targets are for your business for the next 24 months?** |
| For example will you be creating any new jobs, will you be taking on a new premises or increasing your turnover?  |

|  |  |
| --- | --- |
| **Q 7** | **What are the risks that might stop you growing or scaling up your business, and what will you do to minimize the effect of any of these risks?**  |

|  |
| --- |
|  |

|  |  |
| --- | --- |
| **Q 8** | **What difference will your business make to people of Little Hulton?** **Little Hulton Big Local has agreed a vision that ‘In ten years’ time we would like Little Hulton to be a great place to live, where everyone comes together and feels proud to belong here’****How does your business idea help us achieve this vision?** |
|  |

|  |  |
| --- | --- |
| **Q 9** | **Do you have a business bank account?** |
| **Yes** [ ]  | **No** [ ]  |
| Cash awards will only be paid into a business bank account. If you don’t have a separate business account we still want you to apply. If we believe your business proposals meets our criteria we will explore alternatives way to fund your proposal on a case by case basis |

|  |  |
| --- | --- |
| **Q 10** | **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.****Can you also attach a minimum of 12 months cash-flow forecasts, to demonstrate how the investment from Little Hulton Big Local will help you grow your business****The Little Big Local Board may decide to pay grants in installments.****If you are unable to spend the grant in the manner outlined in your application and cash-flow forecasts, you may be asked to return the grant to Little Hulton Big Local.** |

|  |
| --- |
| **Supporting Information** |

|  |
| --- |
| **Reference** |
| **Please provide contact 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** |  |

|  |
| --- |
| **Please tell us what evidence you can provide have that you are self-employed or have established a business.**  |
| **For example one of the following:*** **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**
 |
|  |

|  |
| --- |
| **Cash-flow forecasts** |
| Please attach a minimum of 12 months Cash-flow forecasts that demonstrate how the funding from Little Hulton Big Local will help you grow or scale up your business.If you would like support in drawing up your cash-flows, please call on 0161 790 7072 or email: littlehultonbiglocal@yahoo.co.uk. We are happy to help.  |

|  |
| --- |
| **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. |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 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

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

 |