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| **Social Enterprise Challenge Fund 2021/22** |
| **Application Guidelines** |

Before filling in this form please read the Social Enterprise Challenge Guidelines 2021/22, accompanying this document. If you have any further queries contact us on West Dunbartonshire Council Business Support 01389 737777 and we will be happy to help. We will not process incomplete forms. Please email your completed application form to us at West Dunbartonshire Council’s Business Support along with supporting documents - [business.support@west-dunbarton.gov.uk](mailto:business.support@west-dunbarton.gov.uk) All applications will be considered for shortlisting by the Social Enterprise Challenge Fund Panel.

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| **1. Social Enterprise Business Name** | Click here to enter text. |

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| **Registered / Trading Address** | Click here to enter text. |
| **Postcode** | Click here to enter text. |
| **Telephone Number** | Click here to enter text. |
| **Email Address** | Click here to enter text. |
| **Company Number** | Click here to enter text. |
| **Contact** | Click here to enter text. |
| **Designation** | Click here to enter text. |

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| **2. Legal Structure** | **CIC** | **Ltd Company** |
|  | **SCIO** | **Other** |
| **If other, please detail** | Click here to enter text. | |

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| **3. Date Commenced Trading** | Click here to enter text. |

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| **4. Current Number of FTE Staff** | Click here to enter text. |

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| **5. Forecast Employment Numbers**  **(for the next 6-12 months)** | Click here to enter text. |

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| **6. Current Turnover** | £ Click here to enter text. |

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| **7. Forecast Turnover (1 year after**  **completion of project)** | £ Click here to enter text. |

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| **8. Who manages the social enterprise business?** | Click here to enter text. |

**9. Please provide a brief description of your social enterprise business activity and what its objectives are.**

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| Click here to enter text. |

**10. Please explain why you are seeking support through the Social Enterprise Challenge Fund and how it will help your enterprise grow or diversify? Please include details of your main objectives, current business traction, employment aspirations, and what you expect to achieve during the next 12 months of operation? (Please expand as necessary)**

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| Click here to enter text. |

**11. Please explain the social or environmental benefit your enterprise brings to people and communities? Tell us who and how many people will benefit. Please also tell us about any activity the enterprise will undertake that contributes to the** [**Scottish Government’s Net Zero Target**](https://www.gov.scot/publications/securing-green-recovery-path-net-zero-update-climate-change-plan-20182032/documents/)**. (Please expand as necessary)**

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| Click here to enter text. |

**12. How do you plan to ensure that the enterprise will be sustainable in the longer term? Please be specific about your plans for growth and which income streams you plan to develop. (Please expand as necessary)**

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| Click here to enter text. |

**13. Please give a breakdown of your estimated project expenditure for which this grant will be used (please expand as necessary)**

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| Click here to enter text. | £ Click here to enter text. |
| Click here to enter text. | £ Click here to enter text. |
| **TOTAL** | **£** Click here to enter text. |

**14. Please tell us about any other public funding you have applied for as part of this overall project: (Please note – any funding awarded through the Social Enterprise Challenge Fund cannot be used to fund the same expenditure as other public funding). Please expand as necessary.**

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| **Source of Funding** | **Reason for Funding** | **Date Approved/Received** | **Funding** |
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**Please note:** **Each application should be submitted with the following information:**

* Business Plan or Strategy Document
* Up to date financial accounts (Profit & Loss and Balance Sheet) **or** most recent Management Accounts
* Written quote/estimate for project activity where relevant

**Note:** Under EC regulation No 1407/2013 (de minimis aid regulation), this is a de minimis aid. There is a ceiling of €200,000 for all de minimis aid provided to any one firm over a three-year period. Any de minimis aid awarded to you under this grant will be relevant if you wish to apply, or have applied, for any other de minimis aid. This grant is also given in accordance with the UK Government’s obligations relating to subsidy control as set out in the EU-UK Trade and Cooperation Agreement. This is limited to approximately £340,000 over a three year period.

You must tell us in the table below about any other public funding you have received from us or any other public agency for your business in the last three years. If you are awarded this grant you must retain the email notification of this for three years from the date of the award and produce it on any request by the relevant UK public authorities or European Commission. (You may need to keep the offer of award letter for longer than three years for other purposes.)

Please tell us about any other public funding your business has received (if relevant) within the last three years for example grants, loans, subsidised contracts, etc.

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**DECLARATION BY APPLICANT**

I confirm that I have read the guidelines and conditions pertaining to this scheme and confirm that my business will adhere to all the conditions detailed therein. I also confirm that all the information contained on this application is correct and understand that if this is found not to be so at any later stage, any grant award will be cancelled and my company will immediately repay any monies that may have been paid with regard to this application.

**Data Protection**

All information supplied by the applicant will be used in accordance with the EU General Data Protection Regulation (GDPR) 2016/679. It will be held by West Dunbartonshire Council’s Economic Development Section for audit purposes, to promote and evaluate the business support services offered by the Council, our approved contractors and other public economic development agencies.

It may also be shared with other Council Services and relevant agencies including but not limited to Business Gateway, Scottish Enterprise, Jobcentre Plus, Scottish Government, HMRC, SEPA and Police Scotland to help prevent or detect fraud or crime and to verify consents and licences and compliance with legislation.

Please confirm if you would like to receive information e-mails from the WDC Business Support/Business Gateway section which includes information on business grants & funding, advice and support, local workshops and events to help grow your business.

Yes  I would like to receive information e-mails from the WDC Business Support/Business Gateway.

No  I would not like to receive information e-mails from the WDC Business Support/Business Gateway.

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| **Signed:** | Colour ERDF Logo |
| **Dated:** |
| **Position in Company:** |

**Please return completed application form by Friday 31st December 2021 to:**

[**business.support@west-dunbarton.gov.uk**](mailto:business.support@west-dunbarton.gov.uk)

**Working4Business Partners include:**

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