

Part 1 – Initial Details

1. Applicant Name:

2. Contact Details:

- Address
- Email
- Mobile Phone
- Website (if applicable)
- Social Media (if applicable)

3. Applying for:

(Drop-down menu)

- New Business Development
- Established Business Development
- Decarbonisation
- New Technology Adoption

3(a) For new business development:

Do you identify as belonging to any of the following groups? (Tick all that apply)

- ☐ Young person (aged 18–30)
- ☐ Woman (Female)
- ☐ Person from an ethnic minority background
- ☐ Disabled person *(in accordance with the Equality Act 2010 definition: a person who has a physical or mental impairment that has a substantial and long-term adverse effect on their ability to carry out normal day-to-day activities)*
- ☐ Prefer not to say
- ☐ None of the above

4. Business Name:

5. Business Address (Trading/Registered Office):

6. Business Registration Number (if registered):

7. Are you registered for VAT?

If yes: **VAT Registration Number**

8. Is the business a subsidiary of another company?

Yes / No

9. Company Structure:

- Sole Trader
- Limited Company
- Social Enterprise
- Partnership
- Cooperative Company
- Other (please specify here): _____

10. Do you confirm that your business is a Small or Medium-sized Enterprise (SME)?

(Please see the guidance notes for details.) Yes / No

11. Business Sector:

- Advanced Manufacturing
- Construction
- Creative and Digital
- Energy and Environment
- Financial and Professional Services
- Food
- Health and Social Care
- Public Sector
- Tourism and Hospitality
- Other (please specify here): _____

Part 2 – Business Details

1. Summary of your business (or business idea if you are a new business):

2. Are you already operating as a business? Yes / No

a) If yes, since when?

b) If yes, what is your total number of working hours within the business per month?
(average over the last 6 months)

c) If yes, what activity do you wish to develop?

d) If not, please describe the current stage of the business (e.g. idea/prototype):

e) If not, how much time are you currently spending on the business, and how much time do you intend to commit to it as it develops?

3. Current number of employees:

Full-time:

Part-time:

Owner/self-employed individual:

4. At the end of this process, will you be introducing a new product (physical or digital) or a new service? Yes / No

4a) If yes, please explain what the product or service is:

4b) Is this product/service already available on the market (from another provider)?

Yes / No

4c) Will your product be exportable after the project has been completed?

Yes / No

4d) If yes, please explain how:

Part 3 – About You

It is important that Section 3 is completed by the business owner or director to ensure that the information provided accurately reflects the circumstances, priorities and experience of both the business and the individual.

1. What are the main barriers currently preventing you from starting or growing the business?

2. Within the next 12 months, my goal for the business is to:

3. What do you hope to achieve through this programme and with the grant funding?

4. Please explain how you (or your team) have the skills and experience to undertake this business or business development project:

5. Please give an example of a time when you encountered and overcame a challenge (in business or in your personal life):

6. Please give an example of a time when you stepped outside your comfort zone:

6b) What did you learn from this experience?

7. Please give an example of a time when you thought differently to solve a problem:

8. Please give an example of a time when you worked with others to achieve a task:

8b) What aspects of teamwork were important to you in that situation?

9. Please give an example of a time when you took responsibility for something: