



## **GUIDELINES - Dorset Growth Hub – Enterprise Grants (Start-up)**

### **Dorset Business Growth Programme (funded by ERDF)**

- Only 1 grant is allowed per business
- The Enterprise Grants are available to any start-up SME in Dorset who is establishing a sustainable enterprise. Applicants must be **resident in Dorset** and must have been **registered for less than 12 months**.
- Enterprise Grants are for the amount of **£1000**. To adhere to ERDF guidelines you / your start-up business **must have attended the 2 day 'Business Essentials' course** or have received 12 hours of other support from the Dorset Growth Hub (or associated partners on the Dorset Business Growth Partnership). Grants cannot be paid for amounts less than £1000.
- Your business must either be registered with Companies House OR you must have a UTR number from HMRC as a Sole Trader (up to 12 months old) and evidence of this will be required.
- Application is by Expression of Interest only. Once the EOI is complete please email it to [info@dorsetgrowthhub.co.uk](mailto:info@dorsetgrowthhub.co.uk)
- Applications will be forwarded to the Dorset Growth Hub team for assessment and then reviewed by a panel (usually held once a month). Applicants will be notified within 4-6 weeks as to whether or not the application has been successful. Grant monies will be paid on submission of relevant receipts unless otherwise agreed by Dorset Growth Hub with the applicant.
- Any claims for project costs must be in the future following the contractual signed agreement date. **No retrospective claims will be eligible**. Items not described in the original agreement will not be accepted, unless prior approval has been obtained from the panel.
- If your application is rejected, you may submit another application but only after a 3 month period from the date of rejection. However you can still access Enterprise Support from one of our Enterprise Specialists. Simply make contact with the Dorset Growth Hub team via the contact details on the website.

### **The Enterprise grant can be used for:**

- ✓ Capital equipment costs (e.g. machinery)
- ✓ Marketing costs (e.g. marketing/branding consultancy cost / brochures / banners etc.)
- ✓ Digital costs (e.g. towards consultancy / website development)



## The Enterprise grant cannot be used for:

- ✗ Business as usual items (e.g. mobile phone / office equipment)
  - ✗ Refurbishment costs
  - ✗ Training courses / CPD / Qualifications
  - ✗ Travel expenses
  - ✗ Patenting
  - ✗ Intellectual property
  - ✗ Property redecoration
  - ✗ Legal or statutory fees/charges
  - ✗ Working capital
  - ✗ Wage subsidy
  - ✗ Debt repayment
  - ✗ Stock and consumables
  - ✗ General running costs of the business
  - ✗ Previously incurred expenses, including such things as tax arrears.
  - ✗ Professional memberships
- We have kept this guidance and the application process as simple as possible and have not attempted to answer every question which might arise. Specific questions on what can be funded, the application process or anything else, can be addressed to the Enterprise Manager who will help you ensure your application is robust and ready to be submitted.
  - Please note that **some sectors are not eligible for support** on this programme due to Central Government Legislation. These sectors include:
    - \*Fishery & Aquaculture,
    - \*Primary production, processing and marketing of agricultural products,
    - \*Coal, Steel and shipbuilding sectors,
    - \*Synthetic Fibres,
    - \*Generalised School Age Education,
    - \*Banking and Insurance Companies.

**(\*please follow the link for full eligibility guidelines)** [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/15275/National\\_Eligibility\\_Rules\\_V2.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/15275/National_Eligibility_Rules_V2.pdf)
  - **Some Retail activities** are also subject the eligibility guidelines above. If you require more information or are unsure if you are eligible for the support we offer, you can call us on 01202 607533 and a member of the Dorset Growth hub team will be happy to help.