

## ERDF Visitor Economy and Wider Economy Grant FAQs



### When will the grants be launched?

The grants will be launched on Monday 30 November and the deadline for applications to be sent to Exemplas Ltd is on Monday 7 December at 23:59pm.

### What is the purpose of the grant funding?

The purpose of this grant fund is to help SMEs to access one-to-one specialist advice and professional services to address their immediate needs, to adapt and diversify in response to the impact of Covid-19. The grant may be used to purchase minor equipment.

### How much funding can I apply for?

Business can apply for grants of between £1000 to £3000 with up to £5000 in exceptional circumstances.

### What is an '*exceptional circumstance*'?

The grants offered are for between £1000 - £3000, however in a limited number of circumstances, businesses can apply for up to £5000. We have a very small number of ringfenced grants available for businesses which cannot purchase their service or product for less than £3000.

However, as these grants are assessed on an individual basis, we cannot guarantee the availability of lower grants should you be unsuccessful for a grant application of over £3000.

### How will the waiting list work?

Businesses will be invited to complete an application form for a grant. Eligible, fully-completed applications will be assessed in the order in which they are returned to Exemplas. Due to the high level of applications expected, we will be unable to take applications to the next stage if application forms are incomplete or more information is required.

Where an application is unsuccessful, the team will move on to assessing the next, eligible, completed application.

### **How do I know if I am eligible for a grant?**

Visit our pre-application information page for comprehensive information on the eligibility criteria for these grants.

### **I have been successful in the last round of ERDF funding, can I re-apply?**

No, successful grant beneficiaries from either Visitor Economy (Kickstart Tourism) or Wider Economy (Restart & Recovery SME) launched in September cannot apply.

However, if you previously applied and were not successful, you are entitled to apply under this November call. We are particularly keen to encourage applications from those that have not previously received any Covid-19 related support.

### **Can I apply for both grants?**

No. Businesses cannot apply for both grants. One grant is aimed at those businesses within the visitor economy and the other is for small businesses outside of that area.

### **Can more than one person within a business submit an application for the same grant?**

No. Only one application can be made per business.

### **I own multiple businesses, can I apply for a grant for each?**

In principle, yes, however, the businesses would need to be registered individually and be providing separate activities.

### **Can I apply for a grant to cover the costs of a project already underway?**

No. Grants can only be used for new activity. We cannot fund activity already being undertaken. Work should not be commissioned until your business has received an offer letter.

### **Do I have to put any of my own funds in?**

No. There is no match funding requirement for these grants, however there will be an upfront cost for the service or product you have chosen to buy with funds being received upon receipt of a fully paid invoice with evidence of the payment leaving the bank account used to pay the invoice.

### **Can I apply if my business started trading after Sunday 1 March 2020?**

No. These grants are specifically aimed at businesses affected by the impact of the Covid-19 pandemic. As your business was not trading prior to the pandemic you will not be eligible for these grants, however we would encourage you to [contact our Growth Hub](#) for more advice.

### **Do I have to pay the grant back?**

No. This is a grant rather than a loan, so it does not need to be repaid. The only instance in which the grant would need to be repaid would be if it was discovered that the application had been made fraudulently.

### **Who decided the eligibility criteria?**

The grants are funded by the European Regional Development Fund (ERDF) and are governed by the regulations of that funding. Eligible activity has been determined by the Ministry of Housing, Communities & Local Government as the Managing Authority for ERDF.

### **What are some examples of eligible expenditures under this grant fund?**

You can use the grant to access professional services. This may include: review of the business strategy, development of recovery plans, HR, financial and legal advice, coaching and mentoring in change management, innovation strategy to adapt and diversify products or services, development of new technologies, revising marketing/digital strategies, mitigating the impact of social distancing measures, legal and environmental health compliance, workforce management, employee engagement, welfare and wellbeing.

Grants can also be used to purchase minor equipment to adapt or adopt new technology in order to continue to deliver business activity or diversify for example with the purchase of software, online sales/purchasing platforms,

Please note these are examples and not an exhaustive list. Remember that you should be able to complete your project by Saturday 16 February 2021.

### **Do I have to use a local supplier?**

It would be preferable for local suppliers to be used in order to bolster the local economy, however there is no formal requirement for you to use your grant with a local supplier.

### **What are the requirements to evidence my quote?**

Please submit your quote together with your application. Your quote must:

- Clearly show the exact product/service you are seeking for a grant (no multiple products/service on one quote)

- Name of product or service seller/provider
- Date of quote
- URL for website as a screenshot
- Quote must not be more than 1 month old from the date of your application
- Quote must be in UK pounds
- VAT number for product or service providers

Please note that you should exclude the VAT element from the Grant that you are requesting unless you are unable to reclaim your own VAT as a result of not being VAT registered.

### **I have a disability, how do I get additional help?**

We want our grants to be available to any eligible business, if you have additional needs please get in touch with us no later than Monday 30 November at 17:00pm.

### **What happens if I don't submit my application form in time?**

We do, of course, appreciate that some things are outside of all of our control. If applications are not submitted in time and there is an exceptional reason for this, we will investigate and possibly add your application to the waiting list.

### **What about branding and publicity?**

Successful applicants may be required to provide the LEP with a case study, showcasing how the SME has benefitted from this grant fund, in accordance with the [ESIF branding and publicity requirements](#).

### **What do you do with my personal information?**

We are required to comply to EU regulations so we will continue to hold the information of successful applicants for 10 years.