

Go-Create and eScalate Grant Application Overview Webinar

11th September 2020

James Ruel, Compliance Manager



Agenda



- Find out if you are eligible
- How to apply
- The rules
- Key dates – accelerated process
- Why applications are *unsuccessful*
- Q&A: business@oxfordshirelep.com

Specific details on ISfB and eScalate

- Separate webinar recordings will cover the details on the individual ISfB and eScalate schemes
- Guidance notes for each have been published:
- ISfB Go-Create grants
- eScalate – grants for purposeful and social enterprises
- eScalate – grants for other enterprises and access to finance

- OxLEP – who we are and what we do

OxLEP

- Oxfordshire Local Enterprise Partnership
- OxLEP Business and the Growth Hub

Eligibility – SMEs

- SME
 - Less than 250 employees
 - Not more than 25% owned by a non-SME
- and
- Turnover less than 50m euros;
AND/OR
- Balance sheet less than 43m euros



Undertakings in difficulty

- Does not include SMEs less than three years old
- An undertaking (SME) that is:
 - Limited liability company: more than half of subscribed share capital has disappeared as a result of accumulated losses
 - Unlimited liability company: more than half of its capital has disappeared as a result of accumulated losses
 - Subject to insolvency proceedings
 - SME in receipt of rescue or restructuring aid
- For example:

Capital	Accumulated losses	Pass / Fail
£10,000	£0	Pass
£10,000	£4,999	Pass
£10,000	£5,001	Fail
£10,000	£15,000	Fail
£0	£0	Pass
£0	£1	Fail



Undertakings in difficulty

- Simple calculation based on your last full year of accounts (balance sheet) submitted to Companies House.
- Self-declaration in your sign-up form (both ISfB and eScalate) that you're not an undertaking in difficulty.
- We are obliged to formally check if you are applying for more than £50,000 of aid, otherwise random spot checks.
- Speak to your accountant:

$$\text{Capital} + P/L \geq \text{Capital}/2$$

Key eligibility issues

- No staff costs
- VAT can be included only if you are not registered for VAT or cannot recover VAT from HMRC (seek advice)
- Procurement audit trail and three quotes
- Open procurement for anything over £24,999 – i.e. Contracts Finder advert, formal specification, scoring of responses, etc.
- Selected suppliers already involved in applicant business
- Defrayal – credit cards and overseas bank accounts

Revenue and Capital costs

- Any individual item that costs less than £4,999 (ex. VAT) is a revenue cost
- Any individual item that costs more than £1,000 but less than £4,999 (ex. VAT) is a mobile asset
- Mobile assets must be recorded in the project Asset Register with photos
- Any item costing over £5,000 (ex. VAT) is a capital item and can only be included if capital spend is explicitly allowed

What can't we fund?

- Salary costs
- Travel and expenses
- VAT payments you can recover from HMRC
- Any other debt or refinancing costs or statutory/legislative requirements
- Training – does not include leadership and management development, e.g. mentoring
- Vehicle purchases or any HP arrangements

What can't we fund?

- Vehicle purchases or any HP arrangements
- Like for like or routine replacement or preventative/remedial maintenance
- Building or refurbishing retail facilities
- Some specific sectors:
 - the primary production of agricultural goods and fisheries/aquaculture;
 - road freight;
 - services of general economic interest;
 - export related activities; and
 - activities favouring domestic over imported goods.

Deliverables that we must report

- Grant
- Match
- Employment increase: new jobs
- New products to the firm / market
- New businesses

- Evidence is needed...there's a form...

How to apply?

- Read the guidance on the website
- Speak to the Team
- Complete the application form, use the checklist
- Wait and see...



Timelines

- We will aim to review applications received twice monthly – based on a cut off at midday on the first and third Fridays of the month.

Cut Off date	Notified by
18 th September 2020 midday	8 th October 2020
2 nd October 2020 midday	23 rd October 2020
16 th October 2020 midday	6 th November 2020
6 th November 2020 midday	27 th November 2020

N.B.

At the moment we are unable to offer the soft check proof reading service we have done in previous rounds.



The rules...

- We can reimburse only defrayed expenditure incurred after the date of the Grant Offer Letter
- Procurement rules – three quotes are required
- Evidence is key
- Flexible or rigid...



Why are applications unsuccessful?

- Length – think Goldilocks...
- Obtuse – so keep it clear and simple
- Style – spellchecker is there for a reason
- Quality –
 - Take your time
 - Use our checking service
 - Be consistent
- Complete everything – if a box is blank, could you put N/A in it and it still makes sense?



Content

- Prior knowledge
- “It goes without saying...”, it never does...
- Starting at the beginning, go on to the middle and finish at the end!
- Relevance of content
 - Telling a story – what do we need to know?
 - Using attachments / additional documents

Process

- RTQ
- ATQ
- Three quotes means three quotes ...
 - If it really is impossible then you'll have confirmation from companies that they can't quote



- “But I’m different...”
- “We’ve worked with them before...” – that’s the point about competition!



When you have a grant

- Wait until grant awarded before spending, etc.
- Actually spend it...
- Then claim it!
- If there are delays, please tell us
- Provide the necessary evidence with your claim
- Highlight anything that differs from the application

More information

- Watch again
- Watch the specific programme presentations
- Slides and guidance notes are on the OxLEP website
- FAQs - Q&As will be published
- Email questions to: business@oxfordshirelep.com

James Ruel
Compliance Manager

james.ruel@oxfordshire.gov.uk

