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**Nottingham City Council UKSPF 2025-2026**

**Business Growth and Productivity Grant**

Expression of Interest Form

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| **For office use** | |
| Reference No. |  |
| Date EoI received |  |
| Date of review |  |
| Name of reviewer |  |

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| **Section 1 – Business details** | |
| Registered Business name |  |
| Trading Name (if different) |  |
| Business Trading Address (including postcode) |  |
| Registered Address (if different) |  |
| Telephone number |  |
| Email address |  |
| Business website |  |
| Nature of business |  |
| Legal status of the business | Limited company  Social Enterprise  Charity  Sole Trader  Partnership  Other |
| SIC code (if known) |  |
| Company registration number |  |
| Unique Tax Reference (UTR) number |  |
| Business rates account number |  |
| VAT registration number (if applicable) |  |
| Number of employees |  |
| Date of incorporation | DD/MM/YYYY |
| Trading start date (if different to incorporation date) | DD/MM/YYYY |

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| **Applicant / Primary Contact Details** | |
| Name |  |
| Job title |  |
| Email |  |
| Telephone number |  |

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| **Section 2 – Your project** | |
| Please keep your answers brief (maximum 100 words) as detailed answers will be requested at Full Application stage | |
| Please provide a brief description of your project |  |
| How will the project impact on business productivity and efficiency, job creation and competitiveness? |  |
| What change(s) will the project bring to the business (e.g. new or developed service offering / product / process)? |  |

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| **Details of proposed purchases and their costs.**  Please list the main items that you anticipate purchasing as part of your project and the estimated cost of each (note: this can be finalised at full application stage, but indicative figures are required). | |
| **Item/service** | **Estimated cost (excluding VAT)** |
| 1. |  |
| 2. |  |
| 3 |  |
| 4. |  |
| 5. |  |
| 6. |  |
| Add more lines if required | |
| **Estimated total project cost (excluding VAT)** |  |
|  | |
| **Grant amount requested (excluding VAT)**  (grant support is 50% of total cost to a maximum of £12,499) |  |

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| **Section 3 - Declarations** | |
| * I confirm that I am authorised to sign on behalf of the company and confirm that the information contained in this application form is correct to the best of my knowledge * I declare that neither myself as signatory to the application, members of the governing body of the company or agents acting on our behalf have an interest in the awarding of contacts to the suppliers who have quoted for the work. * I understand that any financial assistance granted will be repayable on demand, or future payments not made, if any information provided is found to be incorrect. I give permission for the information contained in this form to be shared, if requested, by the Programme funding body, the Department for Levelling Up, Housing & Communities, and Nottingham City Council. * I accept that the grant is consistent with most recent UK government law regarding subsidy control and any over payment of grant will be paid back to Nottingham City Council. * I understand that if Nottingham City Council approves the application, the terms and conditions shall be enforceable on the basis of the Terms and Conditions of the grant scheme * I understand that providing wrong or misleading information is a criminal offence and any such information may be used against applicants in any subsequent criminal investigation. The information provided on the online application form may be made available to other departments/agencies for the purposes of preventing or detecting crime. * I understand that any grant received by a business must be declared to HM Revenue & Customs (HMRC) as appropriate as part of the tax return for the business. * I confirm that the information provided in this application is a true and accurate description of the intended use of the grant. | |
| **Data protection** | |
| The Business Growth Grant is funded through the UK Shared Prosperity Fund (UKSPF) administered by the Ministry of Housing, Communities and Local Government (MHCLG). Within it Nottingham City Council, process personal data and has an obligation upon request to share it with MHCLG. In order to deliver the project the project manager may also share it with other departments across Nottingham City Council,  The Business Growth and Productivity Grant has contractual obligations to collect the data included within this form to record outputs and outcomes, and undertake a project evaluation, so that MHCLG can monitor and evaluate the UKSPF programme.  For the purposes of the General Data Protection Regulation (GDPR), in terms of the information processed, the following parties are Data Controllers:   * MHCLG – who determines the purposes and criteria for processing. * The Lead Authority, Nottingham City Council   See the Privacy Notice on the Nottingham City Council UKSPF webpage for more information ([www.nottinghamcity.gov.uk/ukspf](http://www.nottinghamcity.gov.uk/ukspf)). | |
| **Name** |  |
| **Signature** |  |
| **Position in business** |  |
| **Date** |  |

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| **Section 4 – Next steps** |
| Please email the completed Expression of Interest to:  **ukspfgrants@nottinghamcity.gov.uk**  If your business and your proposed project are eligible for support from the grant scheme you will be invited to submit a full application. |