



## **Aylesbury Vale Business Grant**

The Aylesbury Vale Business Grant is one of the initiatives undertaken by Aylesbury Vale District Council to promote sustainable business growth. It aims to promote local entrepreneurship and business innovation, encouraging business and employment growth.

### **What stage is your business at?**

An *early stage business* is a company which has usually been trading for at least 3 months and up to a year.

An *established company* is a company which has been trading for more than a year.

Applications from people who have not started trading yet, will *not* be considered for the business grant because the grant exists to support business growth and employment in the Vale.

### **Eligibility Criteria**

To qualify for the grant, applicants must:

- be businesses with less than 30 employees
- have been trading for at least three months
- be planning to employ at least one new full-time employee within 18 months (early stage businesses), or two employees (established businesses)
- demonstrate from their business plan, a high level of expected growth and turnover exceeding 10% pa from the date the grant is awarded
- be based within Aylesbury Vale District or relocating to Aylesbury Vale District

Furthermore:

- early stage business applicants are required to provide evidence of 50% match funding (this means we will pay up to two thirds of the cost)
- established businesses are required to provide evidence of 100% match funding (this means we will pay up to half the cost)

### **Level of grant available:**

- up to £3,000 for early stage businesses
- up to £5,000 for established businesses

### **Examples of activities that qualify for funding:**

- Capital expenditure, i.e. vehicle, machinery, tools, computer and other equipment
- property improvements e.g. expanding existing premises, security improvements and shop front improvements
- Marketing & Advertising e.g. promotional material, literature, website development
- Research and Development/market research
- Staff training and recruitment costs etc. (ICT training, management courses, staff recruitment advertising)
- Property rental subsidy (up to £200 per month) for three to six months for early stage businesses

### **Documents required**

#### ***Established businesses:***

- 3 year Business plan to be presented to grants Panel
- Financial forecasts
- Audited or certified management accounts of previous year's results
- Evidence of match funding and quote for proposed expenditure of grant

#### ***Early stage Businesses***

- Evidence of prospective business owner's suitability to grow the business
- Evidence of market research conducted, growth prospects and financial projections
- 3 year business plan
- Legal structure for the business
- Evidence of required level of match funding and quotes for proposed expenditure

### **Assessment Criteria**

- Quality of project, i.e. potential business growth, employment potential
- Financial position of businesses
- Suitability of applicant to lead the business into growth

### **Conditions of the Aylesbury Vale Business Grant**

- Business Grants must not duplicate a grant from another organisation
- Business Grants must not normally be used to offset expenditure that would have been incurred in any event
- Business grants awarded must comply with European regulations.

### **Offer of Grant**

- When a business grant is awarded, AVDC pay for the costs of the activity undertaken, *before* VAT.
- Where an offer of a grant differs from the amount applied for by existing businesses, the panel may suggest a meeting with a Bucks Enterprise or Business Link Advisor to discuss the implications of the grant offer for the applicant's business plan
- Meetings with Business Link are available to any applicants who want additional support
- Grants must be claimed within 6 months of the formal offer. If grants are not claimed in this time, the money will go back into the pot for new applicants.

**For further information please contact:**

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