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| **Low Carbon for Businesses Grant Application Form** |
| UKSPF funding is available to improve the energy efficiency and environmental performance of public facing small to medium sized enterprises (SMEs) in Dartford, with an initial focus primarily on Dartford Town Centre community and/or cultural purposes (but other SME’s can apply).  A SME is defined as any organisation that has fewer than 250 employees and a turnover of less than £36 million (or a balance sheet total of less than £18 million).  The funding will provide 121 support, energy surveys and grants. Energy surveys will identify distinct interventions the business could implement to reduce their energy bills, including a detailed breakdown of the carbon saving, cost, and Return On Investment. Example interventions could include LED lighting, insulation, air/ground source heat pumps and associated works (e.g. replacement radiators), double/triple glazing and solar panels.  **To apply for funding your business must be registered in Dartford, pay business rates to Dartford Borough Council and have been trading for at least one year.** |
| What is the type of business applying for the grant?   * Limited company * Partnership * Sole trader * Other (please specify) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Please select one of the following and enter the number in the box below   * Company Registration Number * VAT Registration Number * Self Assessment Number * National Insurance Number (NINO) * Unique Taxpayer Reference   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| What is the name of your business? |
| What is the trading address of the business (if more than one address please complete separate applications):  Add line 1  Add line 2  Add line 3  Add line 4  Post code |
| Name of person completing the application: |
| Status within the business: (e.g. company director/secretary, business partner, business owner) |
| Contact telephone number: |
| Email address: |
| Is the business in administration, insolvent or subject to a striking-off notice by Companies House?   * Yes * No |
| What date was the business established?  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Was the business trading on 30 December 2023? You may be asked for evidence to prove business activity.   * Yes * No |
| What is your Business Rates account reference? (this is the 8 digit reference shown on your bill)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| How many employees does the business have?   * 0-9 * 10-49 * 50-249 * 250 or more |
| In which sector is the business engaged?   * Wholesale and Retail Trade, Repair of Motor Vehicles and Motorcycles * Accommodation and Food & Beverage Service Activities * Arts, Entertainment and Recreation (including entertainment, cultural, sports and recreation activities) * Other Service Activities (including hairdressers, beauty & other personal services, cleaning services, repair services) * Professional, Scientific and Technical Activities (including photographic activities) * Agriculture, Forestry and Fishing * Mining and Quarrying * Manufacturing * Electricity, Gas, Steam and Air Conditioning Supply * Water Supply; Sewerage, Waste Management and Remediation Activities * Construction * Transportation and Storage * Information and Communication * Financial and Insurance Activities * Real Estate Activities * Administrative and Support Service Activities * Public Administration and Defence; Compulsory Social Security * Education * Human Health and Social Work Activities |
| Payment Details  Please provide bank details in the name of the business:  Bank sort code \_ \_/\_ \_/\_ \_  Bank account number \_ \_ \_ \_ \_ \_ \_ \_  Bank account name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Please provide proof of bank details including the name of the business – e.g. paying–in slip, bank statement, blank cheque |
| Declaration  The grant is for the ratepayer only (where there is an entry in the rating list for the business) and may be liable for recovery if the recipient was not the ratepayer on the eligible day. Any business caught falsifying their records to gain grant money will face prosecution and any funding issued will be subject to claw back.  We will collect and use the information you supply in this form for the purposes of processing your application. Data provided in this application will be shared with the Department for Business, Energy, & Industrial Strategy (BEIS) for research and evaluation purposes. We will not share this information with anyone else unless the law allows us to do so. Further information in respect of how we handle your personal information is available at [**https://www.dartford.gov.uk/council-democracy/data-protection-policy**](https://www.dartford.gov.uk/council-democracy/data-protection-policy)  As part of an enhanced checking procedure it will be necessary for the authority to run an Experian credit check on all applicants prior to the payment of any grants.   * I confirm that the information I have provided is correct and I authorise the relevant credit check. * I confirm that my undertaking was not in difficulty (within the meaning of Article 2(18) of the General Block Exemption Regulation) on 31 December 2019. |
| |  |  |  | | --- | --- | --- | | Section | Max word count | Weight | | 1. Please describe the measures you are already taking to reduce your business’ energy costs? | 150 words | 20% | | 1. Please describe the project you would like support with? | 150 words | 20% | | 1. How will the project meet our objectives as outlined at the top of page 1 of this document? | 150 words | 20% | | 1. Please provide an estimate of how much funding you require for the project (up to £5,000). | 50 words | 10% | | 1. What will you be purchasing with the funding? When returning this form to us via email please attach any quotes from suppliers if already received. | 150 words | 20% | | 1. Please confirm the location of your business in Dartford? | 50 words | 10% | |
| * By applying for this scheme you agree to provide a quote from your preferred supplier on a company headed document, or a quote from a sole trader. * You agree to provide a bank statement within 12 months of receiving the funding, proving that your chosen supplier has been paid to carry out the works. * You agree to respond to a follow up email from us in due course, by describing the impact the project has had on your business’ energy costs.   Please be advised in the event that the grant is not fulfilled we reserve the right to claw back the funds in their entirety. |
| Are you interested in finding out about low carbon sustainability training via Low Carbon Kent? |
| Upon completion please save and return this form to [businessgrants@dartford.gov.uk](mailto:businessgrants@dartford.gov.uk) and a member of the team will be in touch as soon as possible. |

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