

# Grants & Loans Fact sheet

## Provided by the Business Intelligence & Advice Team

### Small Firms Loan Guarantee

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Offers a means of obtaining finance for small businesses that cannot otherwise do so by providing a Government guarantee against default by borrowers, the scheme enables banks and other financial institutions to lend money for projects which would otherwise present too great a financial risk.

The Department of Trade & Industry (DTI) guarantees 75% of loans up to £250,000. The loan is repayable from between two to ten years and a premium of two percent per year is charged by DTI on the outstanding amount on the loan. As with any other approach to financial institutions it is essential that any case is supported by detailed information in the form of a business plan. To be eligible you must be a UK business with a turnover of no more £5.6 million and trading for less than five years. Eligible activities are most types of business involving tradable goods and services. These include manufacturers, construction firms and most service industries but excludes agriculture & fisheries, shipbuilding and steel.

**For further information contact Business Link Tel: 0845 600 9 006**

**Contact for applications: High street banks**

### Small Business Start-Up /Expansion

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#### Business Link Start-up Service

Heavily subsidised advisory and training services are available for all start-up and small businesses, throughout Sussex. Pre-start advice is offered for anyone thinking of running their own business. Start-up workshops cover the business plan, legal issues, market research and general business marketing, forecasting cash flow and book-keeping procedures. Seminars cover topics in more depth and include subjects such as advertising and promotion, selling and negotiating, taxation and VAT, presentation skills, health & safety, telephone techniques, understanding business finance, customer care and employment law. Details of your local Business Link Service Provider are listed on the back page.

## The Prince's Trust – Business Programme

Provides low interest loans to young people aged 18-30 who want to start up their own business. To be eligible you must be working less than 16hrs per week & unable to get funding from elsewhere. The average loan size is £2,200 & can be used for minimum essential pre-start costs (e.g. stock, materials, equipment etc) but not for training. As part of the package support is also provided by a volunteer business mentor

Discretionary test marketing grants & small grants for those The Trust considers particularly disadvantaged are also available.

**Contact for applications: Julia Wright, Area Manager – Brighton & Hove, The Prince's Trust - Business,**

**Tim Jones House, Rochester Gardens, Hove, BN3 3AW Tel: 01273 723399**

**Website - [www.princes-trust.org.uk](http://www.princes-trust.org.uk)**

## Livewire

Livewire is a programme supported nationally by Shell UK to help young people aged between 16 and 30 years start their own business. Through a network of co-ordinators and advisers it offers help putting together a business plan, business start up awards, and post start up guidance.

**Contact for applications: Livewire, Hawthorn House, Forth Banks, Newcastle upon Tyne, NE1 3SG Tel: 0845 757 3252 Website - [www.shell-livewire.org](http://www.shell-livewire.org).**

## Royal British Legion: Small Business Advisory Service & Loan Scheme

The Legion's Small Business Loan Scheme will consider applications from Service leavers or un-employed ex-Service people eligible for Ordinary membership of The Royal British Legion requiring financial help to start their business. The amount of the loan is up to £5000 and the loan term will be up to three years interest free, but there is an administrative charge and security fee. Applicants in the first instance should apply for a small business starter pack from the address below.

**Contact for applications: Small Business Advisory Officer, The Cottage, Ordnance Road, Tidworth, Wiltshire, SP9 7QDTel: 01980 847753 Fax: 01980 847734**

## PRIME Initiative

The Prime Initiative is a program providing loans to individuals over 50 who are looking to become self employed. PRIME can lend up to £5,000 for eligible individuals or up to £10,000 to any business being run by two or more eligible individuals for three years.

To qualify you must meet the following criteria:

- Are over 50
- Are without paid work
- Have a viable business plan
- Have been refused a loan application by two financial institutions e.g. Banks

**Contact: Prime Initiative – Tel: 0800 783 1904. Website: [www.primeinitiative.org.uk](http://www.primeinitiative.org.uk)**

**Contact for Information: Business Link – Tel: 0845 600 9 006**

## Fredericks Foundation

The Fredericks Foundation is a charity providing support to disadvantaged people between 31-65 who are looking to start up their own business. They offer repayable loans of up to £5,000 to start-ups who have been refused a loan application by a financial institution such as a bank.

They focus their support on five groups of people:

- Financial Hardship
- Unemployed
- Single parents
- Ex-offenders

**Contact for applications: Fredericks Foundation, Fredericks House,  
39 Guildford Road, Light Water, Surrey, GU18 5SA**

**Tel: 01276 472722 Fax: 01276 472005 Website: [www.fredericksfoundation.org](http://www.fredericksfoundation.org)**

## Capital Business Support

Capitalise Business Support Ltd is a not for profit organisation supporting new and existing businesses in Sussex. A subsidiary of 1066 Enterprise they provide business loans in the range of £3,000 to £25,000 through the Community Development Finance Institution to new start-ups, existing SME's or social enterprise. In addition to the loan a business mentor will assigned to the borrower to provide support and advice.

Further Terms & Conditions include:

- Applicants must live or work in Sussex
- Repayment periods will be in the range of six months to five years
- Have been refused a loan application by one financial institutions e.g. Bank

**Contact for applications: Mike Trotter, Loan Fund Manager, Capitalise Business Support Ltd,  
Summerfields Business Centre, Bohemia Road, Hastings, East Sussex, TN34 1UT**

**Tel: 01424 205505 Fax: 01424 205501 Website: [www.capitalise.org](http://www.capitalise.org)**

## The Accelerator Fund

The Accelerator Fund is a £10m initiative managed by Finance South East Ltd to help provide finance for early-stage growth businesses in the South East. The fund acts as mezzanine finance (risk finance) that fills the gap between traditional debt and equity funding. It can act as a stand alone funding source or form part of a larger finance package. Typical terms for the fund include:

- Loan amount from £25,000 to £100,000
- Repayment period from three to seven years
- Interest typically about eight percent above base rate but subject to a minimum of six percent above base rate.

**Contact for applications: Laurence Thomas, On-line Business Adviser, Business Link,  
Greenacre Court, Station Road, Burgess Hill, West Sussex, RH15 9DS**

**Tel: 0845 600 9 006 Email: [laurence.thomas@businesslinksussex.co.uk](mailto:laurence.thomas@businesslinksussex.co.uk)**

## Research & Development / Innovation

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### The Grant for Research & Development

The Grant for R&D is the DTI's package of financial support helping individuals, small and medium-sized businesses develop technologically innovative products and processes. Applications should now be sent to the local Regional Development Agency who now administer the grant. The currently available schemes are:

#### **Micro Projects**

Grants of 50% of eligible project costs, to a maximum of £20,000, are available to help individuals and micro firms (under ten employees) with the development of low cost prototypes of products and processes involving technical advances and/or novelty.

#### **Research Projects**

Grants of \*60% of eligible project, costs to a maximum of £75,000, for individuals and firms of under 50 employees undertaking experimental groundwork to test the feasibility of innovative technology.

#### **Development Projects**

Grants of \*35% of eligible project costs, to a maximum of £200,000, to firms of under 250 employees undertaking development projects.

#### **Exceptional Development Projects**

Grants of up to 35% of eligible project, costs to a maximum of £500,000, to firms of under 250 employees undertaking development of high cost technologies of strategic importance to UK industry.

*\* rates increased in tier 2 assisted areas by 5%*

**Contact for information packs and application forms: Business Link Tel: 0845 600 9 006**

### Knowledge Transfer Partnerships

Helps companies to access and apply knowledge gained from a higher or further education establishment to its products or business processes. Projects can vary from one to three years long, and knowledge transfer is effected through an associate working within the company. The associate, who is employed by the educational establishment, has his/her costs part supported by the scheme.

**Contact: Dr Mark Jones, University of Brighton Tel: 01273 642305 or Business Link for a leaflet Tel: 0845 600 9 006**

### Knowledge Transfer Networks

Knowledge Transfer Networks are being set up in certain areas of technology to enable organisations to network together. The costs of managing the network are met by the DTI.

**Contact for information: DTI - Tel: 020 7215 5000**

**Website : [www.dti.gov.uk/technologyprogramme](http://www.dti.gov.uk/technologyprogramme)**

## PoCKeT

PoCKeT, or Proof of Concept for Knowledge Transfer, is a new scheme providing awards from £5,000 to £30,000 to innovative SMEs towards the joint exploitation by the SME and a Higher Education Institution of Intellectual Property. The project must be at the proof of concept stage. The award is repayable from future revenues, providing the project produces a commercially exploitable output.

**Contact for application form and further information: Zoe Cottrell Tel: 01344 758543**

## GRIST (Great Ideas in Science & Technology)

Start-up and early-stage ventures with a scientific or technical content and connected with the Hastings area may apply for interest-free loans of up to £20,000 to develop a product or service and bring it to market.

**Contact for Information: Peter Rock, GRIST Marketing, University of Brighton Room 223, Mithras House, Lewes Road, Brighton, East Sussex BN2 4AT. Tel: 01273 643098**

**Email: [brighton@gristmarketing.co.uk](mailto:brighton@gristmarketing.co.uk)**

## Collaborative Research & Development

Provides financial support to enable a group of organisations to undertake collaborative R&D. The grant can cover up to 75% of the project costs. Only certain areas of technology are supported, and calls for proposals are issued in April and October.

**Contact for information: DTI - Tel: 020 7215 5000 Website :**

**[www.dti.gov.uk/innovation/randd/collaborative-business-university-research/page10577.html](http://www.dti.gov.uk/innovation/randd/collaborative-business-university-research/page10577.html)**

## European Research Funding (The Sixth Framework)

The sixth framework program funds research and innovation in the areas of science, engineering and technology. The majority of the budget is divided into seven thematic programmes, which are:

- Life sciences, genomics and biotechnology for health
- Information society technologies
- Nanotechnologies, multifunctional materials and new production processes
- Aeronautics and space
- Food quality and safety
- Sustainable development. Global change and ecosystems (including energy and transport research)
- Citizens and governance in a knowledge-based society

A minimum of 15% of the budget of each Thematic Programme is set aside for SME's in the EU.

**Contact for information: [www.betatechnology.co.uk](http://www.betatechnology.co.uk) - 01302 322633,**

**[www.ost.gov.uk/ostinternational/](http://www.ost.gov.uk/ostinternational/) - 020 7215 6429, <http://fp6uk.ost.gov.uk> - 0870 60 6080**

## Venture Capital

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### Private Equity - South East Capital Alliance (SECA)

This South East Regional Business Angel network provides a link between private investors and high-growth businesses seeking equity investment. The network is sponsored by Business Link Sussex, Business Link Surrey, Business Link Kent and the Sussex Innovation Centre. It is managed by Finance South East Ltd.

Businesses that have been through the investment readiness process may be invited to make presentations to investor groups at bi-monthly SECA meetings. A presentation fee and success fees are charged. Companies interested in seeking equity investment are invited to submit business plans to Business Link Sussex for review.

**Contact: Laurence Thomas, Business Link Tel: 0845 600 9 006**

**Website - [www.businesslinksussex.co.uk](http://www.businesslinksussex.co.uk)**

### The Enterprise Investment Scheme

The Enterprise Investment Scheme allows qualifying unquoted trading companies to raise new equity finance of up to £1 million per tax year. The finance is raised from individuals who may each invest up to £200,000 per tax year and receive tax relief at the basic rate - currently 20% - on the cost of the investment. Provided an investment is held for three years (five years if it was invested prior to 6th April 2000), it is exempt from capital gains tax when sold. Loss relief is available to investors, against other taxable income or capital gains, should the investment fail or be realised at a loss. The relief is at an investor's highest rate of tax, currently 40%. An investor previously unconnected with a company may become a paid director, encouraging investment by 'business angels' who may also be able to provide substantial business experience.

**Contact: Business Intelligence & Advice Team Business Link 0845 600 9 006**

### The Wired Sussex Funding Gateway Programme

The Wired Sussex Funding Gateway programme has assisted in raising over £6m of inward investment for new media companies in the South East. Through the programme, Wired Sussex can give your company access to a network of venture capitalists, institutional investors, trade and angel investors who are actively looking for opportunities to invest in media and high tech companies. Whether you're looking to expand an existing company or need capital and advice to set up a new business.

**Contact: Nick Underhill, Wired Sussex Tel: 01273 201783**

**Website: [www.wiredsussex.com/Business/funding.asp](http://www.wiredsussex.com/Business/funding.asp)**

## Training & Employment

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### Sussex Enterprise - People Development Programmes

#### **Retail Skills Plus**

Funding is available for small independent retailers to help train themselves and staff to update trading skills or to learn new ones. You can undertake training in areas such as customer service, stock control, web design among others.

Retail Skills Plus is available to:

- Small independent retailers within Bexhill, Brighton, Chichester, Eastbourne, Horsham and Worthing
- Must have under 250 staff
- Turnover less than £26 million, not public sector and no subsidiaries
- Individual must be 19 or older and have worked in their current role for one year or more
- Ends December 2006
- Funded by LSC and ESF

**Contact for applications: Michael Wells, Sussex Enterprise Tel: 01444 259179**

### Other Initiatives

#### **Career Development Loans**

Available to individuals who require financial assistance to undertake vocational training. Loans of between £300 and £8,000 are available if:

- You live or intend to train in the UK
- You are over 18 years old and not receiving a mandatory grant or full discretionary award for training or education
- You will work in the EC after the course
- The course is suitable for the work you want to do and lasts up to two years.

The loans are available for up to 80% of course fees, plus books, materials and other course expenses, and in some cases living expenses if you are on a full-time course. The Learning and Skills Council (LSC) will pay the interest due on the loan for the duration of the course and for up to one month afterwards. It's up to borrowers to repay the loan plus any further interest in installments. You may train full-time or part-time or use open learning.

**For booklet & application form contact: Business Link Tel: 0845 600 9 006**

## **The STEP Programme for undergraduates – how you can profit from their experience**

This programme is a work placement scheme designed to help small businesses utilise the skills of local undergraduates.

**Contact: Patsy Sutcliffe, Sussex Innovation Centre Tel 01273 704404 Website - [www.sinc.co.uk](http://www.sinc.co.uk) - Sussex Innovation Centre or [www.step.org.uk](http://www.step.org.uk) - STEP Website**

## **Farm and Rural Business**

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The England Rural Development Programme (ERDP) manages and coordinates the operation of ten separate schemes, which support new opportunities to protect and improve the countryside, to develop sustainable enterprises and to help rural communities to thrive. A total of £1.6 billion of EU and Government money is being made available under these schemes during the seven years (2000-06) of the Programme.

Details of the 10 schemes are:

- The Countryside Stewardship Scheme
- The Environmentally Sensitive Areas
- Organic Farming Scheme
- Hill Farm Allowance Scheme
- Woodland Grant Scheme
- Farm Woodland Premium Scheme
- Energy Crops Scheme
- Rural Enterprise Scheme
- Vocational Training Scheme
- Processing and Marketing Grant Scheme

**For further information please contact John Evans, Farm Business Adviser on 0845 036 0144.**

**Website: [www.defra.gov.uk/erdp/erdphome.htm](http://www.defra.gov.uk/erdp/erdphome.htm)**

## **International**

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There are a range of services available from Business Link in conjunction with UK Trade & Investment (the export service of the DTI) to assist new and experienced exporters. Some of these include funding as part of a package. Grants from UK Trade & Investment are also available for participants on their inward and outward trade missions and for certain overseas trade fairs.

**Further details and an information sheet on the range of International Trade Services offered by Business Link can be obtained from the Business Intelligence & Advice Team on 0845 600 9 006**

## Area / Industry - Specific Schemes

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### East Brighton Business Support (EBBS)

A Business Support Grant is available from EBBS to help start-up and existing businesses in the eb4u area which includes Bates Estate, Higher Bevendean, Manor Farm, Moulsecoomb, Saunders Park and Whitehawk. Funding of up to £5,000 is available to help with start-up costs, marketing, market research, purchase of plant and equipment, developing new products and social enterprises. Grants are calculated on the basis of need for financial support and are subject to availability.

**Contact for applications: EBBS, Office 4, Unit 5, Westergate Business Centre, Westergate Road, Moulsecoomb, Brighton, East Sussex, BN2 4QN Tel: 01273 291695**  
**Email: [nigel.jeffrey@bhbc.org.uk](mailto:nigel.jeffrey@bhbc.org.uk)**

### Selective Finance for Investment

Funding is available to support investment projects in assisted areas of Sussex that lead to long-term improvements in productivity, skills and employment. Eligible projects must involve capital expenditure on fixed assets, such as property, plant and machinery. The minimum threshold for funding is £10,000 grant. Applications of £100,000 or over must show the creation of new jobs or safeguard existing employment in the area. Eligible assisted areas include all of East Sussex and coastal West Sussex

**Contact: For a guide to the scheme ring 0845 600 9 006 For advice on the scheme in the Hastings & Rother area – Jeremy Green - 1066 Enterprise Tel: 01424 205503 Fax: 01424 205501**

### The Crafts Council

The Council has a setting up scheme providing financial and business and professional development support aimed at makers who are about to set up in business. This scheme identifies itself with specific materials including wood, textiles, ceramics, glass and metal.

**Contact for information: Beatrice Mayfield, Professional Development Officer, The Crafts Council, 44a Pentonville Road, Islington, London, N1 9BY Tel: 020 7806 2529**  
**Website - [www.craftscouncil.org.uk](http://www.craftscouncil.org.uk)**

## Chichester District Council

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Chichester District Council is offering grants to assist business in the Chichester District:

### **Enabling Grant Scheme**

This scheme is to enable local business to move forward and prosper, such as developing a website or enhance an existing website to make use of electronic marketing & trading (e-commerce); or carry out an environmental audit. The grant made will normally be 50% of eligible costs up to a maximum contribution of £1000. Payment will be made to the organisation who has made the application and no work should be undertaken until written approval from the Council is received.

In order to be eligible for consideration under the Scheme, an application must:

- Be a business located within Chichester District and stay within the District for two years after having received the grant
- Have no disputes or payment arrears with the Council
- Not be used for retrospective projects
- Support the creation of a website for a local business that previously had no website of its own or support the enhancement of an existing website or support the introduction of on-line trading
- Provide information upon request to inform us of how the grant has aided your business

### **Sustainable Business Growth Grant**

The Sustainable Business Growth Grant is designed to help business to prosper whilst protecting the environment and enhancing the local economy. The grant provides a one-off payment, for one sixth of the total capital cost of a project to a maximum of £25,000. Examples of eligible projects include waste minimisation, resource efficiency and the conversion to greener products. Projects must be compliant with one or more of our **three key priorities**:

- Encourage environmental management initiatives
- Promote innovation and entrepreneurship
- Support infrastructure.

Eligible capital costs include: capital expenditure, infrastructure and equipment, Running costs are **not** eligible

### **Small Business Rent Support**

Businesses employing up to ten staff, and who are proposing to become established or are in the early stages of trading, can access support to find appropriate accommodation on terms which will support their business growth in the Chichester District.

The scheme therefore provides for the making of a contribution by Chichester District Council to the firm's overhead costs. This is done through locating the business in premises owned, and specifically identified for that purpose, by the Council. Rental costs are discounted below the established market rate for such accommodation. The subsidy will be in the form of a sliding scale of reduction in rental over a two year period; at the end of which the occupant will be required to pay a market level rent or vacate to alternative premises .

#### **To be eligible businesses must:**

- Desire to trade or continue trading in the Chichester District
- Prepare to enter into the appropriate lease with the council
- Accept occupancy of suitable, available, premises in the council ownership
- Be acquiring business premises for the first time
- Relate to light industry or other uses acceptable to the council as landlord (excluding car repair workshops and associated trades).

### **Business Link Business Support Directory**

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To find out more on support schemes offered by the DTI and other government agencies you can access the business support directory online through the national Business Link website. The directory has now been expanded to include grants from non-government sources. SME businesses can use this to find out what's available in the South East of England.

**Website: [www.businesslink.gov.uk/support](http://www.businesslink.gov.uk/support) - Business Support Directory**

## Business Link Services to Startup delivered by the Enterprise Agencies in Sussex

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Heavily subsidised Business Link advisory and training services are available for all start-up and small businesses from the Enterprise Agencies throughout Sussex. Pre-start advice is offered for anyone thinking of running their own business. Start-up workshops cover the business plan, legal issues, market research and marketing, forecasting cash flow and general bookkeeping procedures.

**Contact the one most convenient to you for further information or to book an appointment**

### **The Enterprise Agency Brighton Hove & Lewes**

23 Old Steine

Brighton

East Sussex

BN1 1EL

Tel: 01273 666800

Fax: 01273 666802

e-mail [info@bnbusiness.co.uk](mailto:info@bnbusiness.co.uk)

[www.bnbusiness.co.uk](http://www.bnbusiness.co.uk)

### **Startup Co**

2nd Floor Greenacre Court

Station Road

Burgess Hill

West Sussex

RH15 9DS

Tel: 0845 7827887

Fax: 0845 2301064

e-mail [info@startupco.co.uk](mailto:info@startupco.co.uk)

[www.startupco.co.uk](http://www.startupco.co.uk)

**Meetings can be arranged at various  
venues in West Sussex**

### **Eastbourne and District Enterprise Agency**

Minster House

York Road

Eastbourne

East Sussex

BN21 4ST

Tel: 01323 413500

Fax: 01323 412470

e-mail [info@edeal.org.uk](mailto:info@edeal.org.uk)

[www.edeal.org.uk](http://www.edeal.org.uk)

### **Ten Sixty Six Enterprise**

Summerfields Business Centre

Bohemia Road

Hastings

East Sussex

TN34 1UT

Tel: 01424 205500

Fax: 01424 205501

e-mail [info@1066enterprise.co.uk](mailto:info@1066enterprise.co.uk)

[www.1066enterprise.co.uk](http://www.1066enterprise.co.uk)