

CUMBRIA FLOOD RECOVERY GRANTS Application Form

This is a one-off grant scheme to help businesses in Cumbria significantly affected by the November 2009 floods.

Please read the Guidance Notes for Businesses before completing this form.

Grants will support individual business recovery plans prepared with the assistance of a Business Link or West Cumbria Development Agency adviser.

If you have not already done so contact Business Link on 0845 00 66 888.

A. Applicant Details	
Contact name:	
Name of Business:	
Address:	
Telephone:	
Fax:	
Email:	
Temporary contact details if applicable:	

B. Can you apply? We advise that you read the guidance notes attached carefully before answering the following questions. You must be able to tick every question to be eligible to apply				
1. Is your business located in Cumbria?				
2. Was your business trading on 17 th November 2009?				
3. Does your business employ between 0-250 people?				
4. What type of business are you? (tick one box only)				
Sole Trader		Partnership		Limited Company
Company Limited by Guarantee		Co-operative		Other*
* Please specify				
VAT No (if applicable)			Company Reg No (if applicable)	

5. Which of these sectors below does your business operate in? (tick one box only) Please note restrictions apply (see Guidance Notes)											
Hotels and Catering		Agricultural Services		Retail Distribution							
Manufacturing		Other Tourism		General Services							
Other Distribution		Other* please specify									
6. Was your business flooded?											
Was your business otherwise severely affected, if so how?											
7. Have you taken all reasonable actions to reduce costs (including rate relief, tax and VAT), maintain demand and where appropriate drawn on commercial sources of support (including bank lending)? Please supply details below											
8. I declare that we have looked at all our funding agreements and related documents for the past three years and confirm that: No funding from state resources was provided to us expressly as de minimis/under Reg 1998/2006 (de minimis) in the past three years. If any de minimis funding has been received please complete the following: The following amounts were received by us expressly as de minimis in the past three years:											
<table border="0"> <thead> <tr> <th style="text-align: left;">Payer</th> <th style="text-align: center;">Amount</th> <th style="text-align: right;">Date</th> </tr> </thead> <tbody> <tr> <td colspan="3"> </td> </tr> </tbody> </table>					Payer	Amount	Date				
Payer	Amount	Date									

YOU MUST HAVE TICKED EACH QUESTION TO BE ELIGIBLE TO APPLY

C. Details					
Number of full time equivalent employees currently		Number of full time equivalent employees pre crisis		Turnover last financial year	£

D. What are you applying for? (see guidance notes)

Grants of up to £10,000 are available to aid the recovery of your business. The activities to be supported should form part of a well-developed business recovery plan. Contact Business Link (0845 00 66 888).

They will be able to provide assistance on eligible costs, the preparation of financial forecasts and give general business advice.

They will also work with you to develop your business recovery plan.

Please tick the box below that best describes the scheme(s) you wish to apply for:

Specialist Advice	Max. £5,000	
Marketing		
Interest Relief	Max. £5,000	
Training		
	TOTAL GRANT	£

Please briefly state below what outputs you hope to achieve through this grant (your adviser will help with this)

Number of Full Time Equivalent Jobs Safeguarded:

£ of Annual Turnover Safeguarded:

£ _____

Number of People Trained:

Others:

A BUSINESS LINK OR WCDA ADVISER NEEDS TO VERIFY BELOW THE ANSWERS GIVEN TO THE QUESTIONS AND CONFIRM THAT THE COSTS OF THE PROJECT ARE REASONABLE.

If successful in obtaining the grant an adviser will have to confirm that the grant was spent on the activities identified above and that the project has achieved what it set out to do.

Signed:

Print Name:

To be completed by the adviser (please tick)

I verify that to the best of my knowledge the answers given above are true and correct	
I confirm that I consider the costs of the project reasonable	

F. Declaration of Applicant			
<i>I confirm that all information contained within this application is true and accurate</i>			
Signed:		Date:	
Print Name:			

When completed, please return this form to the following address, enclosing the following documentation: copy of last years accounts, business recovery plan, certificate of business insurance details.

**Flood Recovery Grant Scheme
Cumbria Chamber of Commerce
3rd Floor Broadacre House
16-20 Lowther Street
Carlisle
Cumbria
CA3 8DA
0845 226 0040**

Closing date for applications: 28/02/2010

G. Declaration of Adviser (once the activities have been carried out)			
I confirm that the activities detailed in this application have been undertaken and that the planned outcomes have been achieved			
Signed:		Date:	
Print Name:			

DATA PROTECTION

All information provided on this form will be treated confidentially and be processed by Cumbria Chamber of Commerce and other partners in accordance with the Data Protection Act 1998. It will be used for the purpose of providing support for businesses and for impact monitoring and lobbying in relation to the flooding crisis. If you would not like us to inform you about goods and services that may be of interest to you, please tick the box []

Under the Data Protection Act 1998, you have the right to request access to your personal data. Write to: Cumbria Chamber of Commerce, 3rd Floor Broadacre House, 16-20 Lowther Street, Carlisle, Cumbria, CA3 8DA.