

**SWEF Enterprise Fund**

**Application for Business Grant (up to £2,000)**

**Please read the guidance on our website before completing this form:** **<https://www.dorsetcommunityfoundation.org/funds/south-west-enterprise-fund/>**

 **Personal details**

Name: Click here to enter text.

Address (include postcode): Click here to enter text.

Business address (if different from home address): Click here to enter text.

Home/business telephone number: Click here to enter text.

Mobile number: Click here to enter text.

Email address: Click here to enter text.

Date of Birth: Click here to enter text.

 **Personal circumstances**

**1. Please tell us a bit about yourself. We would like to know what qualifications you have, any previous employment or work experience, and your current employment.**

Click here to enter text.

**2. Please tell us why you have set up your own business. It could be because you want to work for yourself, because you have a specific skill or talent, or because self-employment is something you can fit around a disability, health condition or caring responsibility.**

Click here to enter text.

**3. Please tell us why you are applying to the SW Enterprise Fund and what difference the financial support could make to you and/or your family.**

Click here to enter text.

**4. Please tell us if you receive Universal Credit or other means tested benefits**

Click here to enter text.

**5. How did you hear about this grant opportunity?**

Click here to enter text.

**Your referee**

**Please provide the name and contact details (phone and email) of your referee and confirm you will forward the reference form to them**

Click here to enter text.

 **Your business**

**1. What is the name of your business?**

Click here to enter text.

**2. How have you set your company up? E.g., sole trader**

Click here to enter text.

**3. When did the business begin trading?**

Click here to enter text.

**4. What does the business do? E.g., are you offering a service or selling a product**

Click here to enter text.

**5. What experience do you have that will support your business? This could be volunteering, training, work experience, or an established hobby or talent.**

Click here to enter text.

**6. How do you know your product or service is wanted or needed? E.g., have you carried out any market research?**

Click here to enter text.

**7. Do you currently have any paying customers? (Yes/No)**

Click here to enter text.

**8. Describe a typical customer**

Click here to enter text.

**9. How and where do you reach customers or sell your products?**

Click here to enter text.

**10. How do your customers pay you?**

Click here to enter text.

**11. Who are your competitors? Please list them. E.g., any similar businesses in the local area or online services**

Click here to enter text.

**12. Why do you think your business will be successful?**

Click here to enter text.

 **Your progress so far**

**1. What percentage of your current income comes from the business?**

Click here to enter text.

**2. Over the last 12 months (or since you began trading), what was the total sales revenue for your business and what was the total income/salary that the business paid you?**

Click here to enter text.

**3. How much of your own time, money or other resources have you committed so far to your business? Please be specific e.g. any equipment you have purchased and how much this cost**

Click here to enter text.

**4. Do you or your business have any debts? If yes, please provide the amount and where the funds are owed.**

Click here to enter text.

**5. What is your vision for the business and how will this impact your home life?**

Click here to enter text.

**7. Please provide links to your business' website, social media / seller pages E.g., Etsy, eBay, Instagram**

Click here to enter text.

**8. Have you applied to anyone else for a grant or loan to support your business?**

Click here to enter text.

**9. Do you run or plan to start any other businesses? If yes, please give details**

Click here to enter text.

 **Your request**

**1. What grant amount are you applying for? (up to a maximum of £2,000)**

Click here to enter text.

**2. How will you spend the grant? Please list the items, the costs and provide weblinks/quotes. Avoid general terms like ‘marketing’ that do not provide enough detail about how you will spend the grant.**

***Please check the guidance on our webpage on what you can and cannot spend the grant on***

Click here to enter text.

**3. If the grant is a contribution towards larger costs, where will the other funds you need come from?**

Click here to enter text.

**4. How will this grant help transform your business?**

Click here to enter text.

**5. Please list any other supporting documents you may be providing, such as your business plan**

Click here to enter text.

 **Declaration**

(You MUST print your name and the date in the box underneath this declaration, to confirm you agree to the following)

**I confirm that, to the best of my knowledge and belief, all the information within this form is complete and correct.**

**I agree that Dorset Community Foundation (DCF) can process and retain the information provided in this application in accordance with the General Data Protection Regulation (GDPR), and I give my consent to share this application, including my contact details, with the SWEF Enterprise Fund (SWEF CIC).**

**I agree that if I am awarded a grant, it is subject to the following Terms and Conditions, which I have read and understood.**

1. I understand that DCF is required to conduct an audit of grants to ensure that they are used for the purposes for which they are given, and that grants identified as misspent may be reclaimed by DCF.
2. The funds can only be spent as stated in the grant application unless I have written formal approval from DCF to alter the purpose of the grant.
3. If any of the information in this application and supporting documents is found to be knowingly incorrect, I may be ineligible to apply for future grants.
4. It is my responsibility to deal with any changes to state benefits or income tax liability arising from the grant.
5. If my circumstances change and this is relevant to my grant, I will contact DCF immediately.
6. Copies of receipts or proof of expenditure for items or services purchased using the grant must be provided upon request.
7. DCF is not liable for any contingency involving property or activities towards which funds have contributed.
8. I must provide feedback via email on the progress of my business 6 months after the grant has been awarded, and again at 12 months after the grant has been awarded, via a feedback from
9. I must inform DCF of any unspent funds remaining after 12 months, which must be returned to DCF.
10. I consent for DCF to pass on my contact details to the SWEF Enterprise Fund (SWEF CIC) and agree to participate in meetings and/or communications relating to this application with SWEF and DCF.
11. I consent to DCF and SWEF using the information in my application form and subsequent feedback, to promote the SWEF Enterprise Fund, and agree to support any marketing or be a case study to promote the Fund if requested.

 **Please print your name and the date below as an electronic signature to the above Declaration.**

 Name: Click here to enter text.

 Date: Click here to enter text.

**Please email your completed application form to Dorset Community Foundation at** **grants@dorsetcf.org**

The information provided in this application will be processed and stored in accordance with the DCF Privacy and Data Protection Policies. Please see our [Privacy Policy](https://www.dorsetcommunityfoundation.org/privacy-security-policy/)for more information on data sharing and storage.