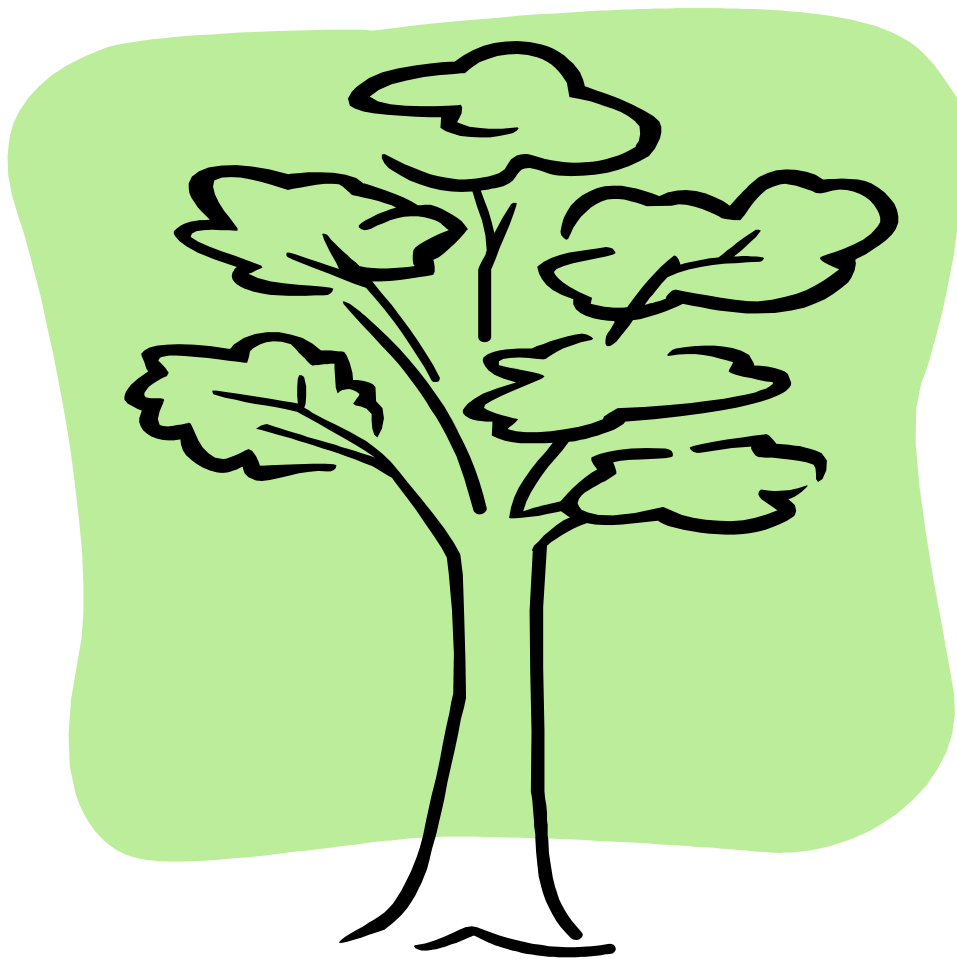


NATIONAL FOREST BUSINESS DEVELOPMENT PROGRAMME

APPLICATION FORM



GRANT APPLICATION FORCATALYST
GRANTWOOD FUEL
FEASIBILITYTRAINING
SUPPORT**BUSINESS / ORGANISATION DETAILS**

Applicant's name					
Position					
Name of Organisation					
Contact Address	Telephone				
	Mobile				
	Fax				
	E-mail				
	Web Site				
	VAT Number if registered				
What is the applicant's legal status?					
Limited Company <input type="checkbox"/> Limited Company (non for profit) <input type="checkbox"/> Company Limited by Guarantee <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Trader <input type="checkbox"/> Start Up <input type="checkbox"/> Other (please specify) <input type="checkbox"/>					
Business start date			Defra Holding Number (if applicable)		
Number of Employees	Full Time		Part Time		Total

**BUSINESS LOCATION AND ADDRESS FOR WHICH ASSISTANCE IS SOUGHT
(IF DIFFERENT FROM ABOVE)**

District			Address (inc. Post Code)		
County					
OS Grid Reference					
Area in hectares					
Applicants legal interest in site					
Freehold	Leasehold	Agreement			
If Lease hold or agreement please give details					
Is the site a					
Site of Special Scientific Interest (SSSI)? <input type="checkbox"/> Local Nature Reserve (LNR)? <input type="checkbox"/> Nature Conservation Review Site? <input type="checkbox"/> Other <input type="checkbox"/> (please specify)					

DO YOU HAVE A CURRENT BUSINESS PLAN? (DELETE AS APPLICABLE) YES / NO

Brief Description of your Business / Organisation (max of 50 words)

PROJECT DETAILS

Project description, what will your proposed project do and how?

Estimated start date

Estimated completion date

What is the proposed project?

New activity

Improvement or extension of an existing activity

With reference to guidance notes please outline how the project will benefit your organisation and The National Forest.

BREAKDOWN OF PROJECT COSTS

Items of expenditure: (Please ensure that you provide two quotes for all expenditure itemised below)		Cost (£) (excluding VAT)
Is the VAT likely to be recoverable or zero-rated on any part of the project?		(17.5%) VAT £
		Total £
YES	NO	Grant requested £

OTHER RESOURCES

How will you fund the balance of the costs of works? Please include details of other grants applied for.		
Description	Date offered	Amount (£)
		Total £

OUTPUT TARGETS

With the grant support what are the likely outputs / benefits for the project? (Please provide numerical values)	
No. Jobs created	
No. Jobs safeguarded	
New businesses created	
Business expanded	
Business increasing use of ICT	
Other	
How did you calculate these outputs?	

Project Outcomes Detail the outcomes relating to the project. These may be quantitative or qualitative.

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RISK ASSESSMENT

What are the main risks associated with the project?

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How do you propose to manage these risks and what contingency plans are in place?

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DECLARATION

The applicant must sign the declaration. If there is anything in this application that you do not understand please contact the National Forest Business Development Programme.

I declare that: -

- I have read and understand the rules of the fund.
- The answers given in this form are, to the best of my knowledge and belief, correct and I accept full responsibility for them.
- I have enclosed a copy of my development / business plan, site maps and plans and two quotations for the goods / services required.
- At the end of the project I agree to be monitored and evaluated on the outcomes achieved through accessing grant aided funds.
- I understand that grants may be reclaimed on a pro-rata basis if there is a voluntary cessation of business activity supported by the grant scheme, or if any item purchased is sold within three years of the grant.
- I understand that my project may be used in promotional activity for the grant scheme.

Print Name	
Signature	
Date	

Please list any enclosures sent with this application.

1.	6.
2.	7.
3.	8.
4.	9.
5.	10.

For further information or assistance with the application please contact the WEBS Team (details below) or send your completed application together with all supporting material to the address below:

*Tim Adkin the Woodland Economy Business Support Officer
Contact number 07785 742422
E-mail tadkin@leics.gov.uk.*

*Liz Thomas the National Forest Business Advisor
Contact number 07790 577279
E-mail liz.thomas@bllleics.co.uk*

*WEBS Team
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