

## Mid Devon Green Enterprise Grants – Pilot Programme

*Small Changes – Big Impacts*

Through the Prosper Business Support Programme ([www.heartofswgrowthhub.co.uk/prosper-sign-up/](http://www.heartofswgrowthhub.co.uk/prosper-sign-up/)) Small and Medium Enterprises (SMEs) in Mid Devon are able to access advice and support to identify and help reduce their carbon footprint. This **capital grant scheme** complements that programme enabling enterprises to take positive actions to reduce their carbon footprint and reach ahead to a net zero future.

### What's available?

**This scheme offers capital grants of up to 50% of the cost of investments that shrink the annual carbon footprint of your enterprise.** We wish to support projects that deliver savings on carbon / greenhouse gas emissions either directly or from e.g. saving energy, water or other resources / materials. Projects should be - ideally - fast to deliver and ready to go. Applications are assessed on a first come – first served basis.

**Grants can be from £500 up to £5,000.**

This is a small project/grant scheme, we will not accept applications for projects where the total cost exceeds £24,999.

### Who's it for?

- SME businesses located within the Mid Devon district.

SME's have no more than 250 employees, an annual turnover of no more than £25.9 million and a balance sheet total of no more than £12.9 million

- Business that can demonstrate and evidence current carbon / greenhouse gas emissions.

### **To be considered for a grant, businesses must:**

- Be a registered business or social enterprise with HMRC or Companies House;
- Be prepared to cooperate with any due-diligence checks and to comply with the terms and conditions of the grant; and
- Have a UK-based business bank account in the name of the business.

### **Note:**

- Businesses are encouraged to submit joint bids for shared or adjoining premises e.g. offices sharing a single building or businesses operating as part of a single unit.
- Landlords can also apply directly to us for their premise/s (although only one application per building from either the landlord or tenant will be accepted).
- Applications are limited to 1 per business premises.
- If an applicant is a director/owner/major shareholder of more than one enterprise registered/trading at a particular address, only one of those enterprises can receive funding.

Where the capital works relate to a property, applicants must also:

- Own the property or have a secure lease on the property; and
- Be responsible for ensuring that all necessary permissions are obtained as applicable e.g. planning permission, proposed works are compliant with statutory regulations and, where applicable, leaseholder/landlord consents have been obtained before project work can commence.

**Note: If planning consent is required, approval must be obtained before submitting a grant application.**

### **What can you get?**

- SME businesses based in Mid Devon can apply for a one-off grant of up to a maximum of 50% of the capital cost of projects (up to a maximum £5,000 value). To be eligible, proposals must cut your carbon footprint i.e. the annual greenhouse gas emissions for your business.
- The total cost of the project must not exceed £24,999.
- This is a capital grant scheme and can only be used towards capital spend i.e. one-off costs for permanent items, installations, structures.

- The grant scheme has a fast turnaround, and a tight deadline, so projects should be ready to deliver.
- You will need to provide evidence about how your project will deliver savings on greenhouse gas emissions either directly or from e.g. saving energy, water or other resources / materials. Carbon footprints are measured as kilograms of carbon dioxide equivalent (CO<sub>2</sub>e). You will need to estimate how much your project would save, as part of the grant application.

Examples of capital works to improve the energy efficiency and reduce carbon emissions include, but is not limited to: energy-efficient lighting and advanced lighting controls; thermal insulations; door/ window systems; low energy heating systems; low energy cooling units (industry specific); freight vehicle retrofit systems; high-efficiency tools and machinery and retrofit systems; low energy refrigerated storage and display units and systems; water use reduction products and systems; equipment/ systems to reduce, recycle or reuse the business's waste streams; applying solar film to minimize the need for air conditioning during summers and renewable energy generation systems.

## What is not eligible?

- Revenue expenditure (this is a capital-only grant scheme), which includes ongoing running costs, as well as professional fees (e.g. planning fees or consultants).
- Any works that have been completed, or items purchased before an offer of a grant has been made and accepted.
- Initiatives that conflict with existing Council policies and priorities.
- Applications for the purchase of stock.
- Businesses insolvent, in administration or without legal status are not eligible for funding.
- **Individual holiday lets and businesses operating from residential properties will not be eligible.**

## Important information:

- Projects must be deliverable by 31 December 2024
- This is a competitive application scheme, all applications will be assessed on potential to **shrink the annual carbon of your enterprise and optimise the use of grant monies**. If applicable, priority will be given to enterprises that have not received other grants through the Prosperity Fund.

- This is limited funding. Where funds available are less than requested, a reduced grant offer will be made.
- We are required to carry out business rates and licensing checks as part of your application.
- Your application may be delayed without the key information above.
- If your business is VAT registered and the expenditure will be used in the supply of VAT-eligible goods or services then the grant will be made excluding VAT.
- **Applications are for one-off grants only and monies will be paid on receipt of valid receipts.**
- All applications require at least 50% financial (**i.e. not in-kind**) match funding.

## Subsidy Control - Minimal financial assistance (MFA) Notification

### [Subsidy Control Act 2022](#)

Under the Subsidy Control Act 2022, enterprises are allowed to receive up to £315,000 (classed as Minimal Financial Assistance) in subsidy payments from public authorities over a 3-year period. Please note:

- Any grant awarded through Mid Devon District Council's Green Enterprise Grant Scheme will be considered a subsidy by way of Minimal Financial Assistance.
- As part of any offer of grant to the enterprise, Mid Devon District Council will request for written confirmation from the enterprise\* that the Minimal Financial Assistance threshold specified in section 36(1) of the Act will not be exceeded by the enterprise receiving the proposed assistance.
- The enterprise is required to keep a written record of the amount of Minimal Financial Assistance received and the date/s when it was received. The written record must be kept for at least three years beginning with the date on which the Minimal Financial Assistance was given. This will enable the enterprise to respond to future requests from public authorities on how much Minimal Financial Assistance the enterprise has received and whether it has reached the cumulative threshold

\* The MFA financial threshold applies at company group level.

## How to apply:

Submit an expression of interest email to [\*\*businessgrants@middevon.gov.uk\*\*](mailto:businessgrants@middevon.gov.uk) to request an application form.

## Timescale of Programme

We will accept, applications up to Midday on 10th June 2024 and will assess and make funding decisions on an ongoing basis. After this date, the scheme will only reopen if there is still funding available to be allocated. Note that after 10th June, 2024, the grant criteria and prioritisation of projects may change.

### Supporting Evidence:

Please note, you will need the following supporting paperwork:

- We will require detail of how many kWh of energy your business has consumed in the most recent 12 months for which you have invoices/bills

### Provide details of and evidence of energy use (where and as applicable):

Emission-releasing activity and kg CO2 equivalent (e) kgCO2e	Source of information
UK Grid electricity use  1 kWh = <b>0.20707</b> kgCO2e	Total kilowatt hours used <b>from electricity bills</b>
Natural gas use  1 kWh = <b>0.18293</b> kgCO2e	Total kilowatt hours used <b>from gas bills</b>
Other Heating Fuel used e.g. Burning oil (Kerosene) 1 ltr = <b>3.16504</b> kgCO2e	Litres used <b>from bills</b>
Water supply  1 m3 = <b>0.177</b> kgCO2e	Total water supplied in cubic metres (m3) <b>from water bill</b>
Water treatment  1 m3 = <b>0.201</b> kgCO2e	Total water treated in cubic metres (m3) <b>from water bill</b>
Waste disposal/recycling  Conversion rates relate to the type of waste streams	Tonnes of waste-to-landfill and recycled from <b>waste collection provider</b>

- Before photo(s) – if applicable and feasible, applicants are encouraged to provide photographic evidence of the related area where works are proposed (and/or of equipment to be upgraded or retrofitted).
- Evidence of costs (list prices or quotes):

**For items that cost less than £2,500** - applicants are encouraged to source any advice or equipment locally where possible. List prices and/or quote/s must be supplied from businesses that are independent of your organisation.

**Where items or costs of works are £2,500 or over** - Three recent (within the last 3 months) comparable 'like for like', detailed quotes (including VAT amount) - applicants are encouraged to source any advice or equipment locally where possible. Quote/s must be supplied from businesses that are independent of your organisation.

- Confirmation that you have checked if your project requires planning or listed building consent along with copies of any required permissions/consents (e.g. Planning Permission) as applicable. **Where planning permission is required but has not yet been approved, please apply for grant funding once consent has been granted.**
- Copy of your Lease document (if applicable).
- Landlord's written consent - if you wish to make a material change to the fabric of the building (if applicable).
- A recent business bank statement (within 3 months) to verify the payment information and trading activity (the bank statement must show the business name, sort code and bank account number).
- Any other relevant supporting document(s).

Once we have received your completed application, it will be reviewed and considered for funding by a Funding Panel and you will be informed of the decision. There is no right of appeal.

## Further Information/support

Here's a link to the Sustainable Mid Devon website: [Home - Sustainable Mid Devon](#)

**Prosper**, the new business support service for East Devon, Exeter, and **Mid Devon**, offers a broad range of business support programmes. This includes dedicated Net Zero support, including 1:1 support from an adviser. Go to <https://www.heartofswgrowthhub.co.uk/prosper-sign-up/> to register your interest

### If you want to learn more about business sustainability...

- [The SME Climate Hub](#) has a free seven module training course to help you better understand your emissions and how to reduce them
- [The UK Business Climate Hub](#) has been launched by government as the new one-stop-shop for businesses looking to decarbonise
- Step-by-step guide is available in the [Emission Possible Toolkit from WWF](#)
- [The Carbon Trust website](#) links to a comprehensive series of guides and webinars to help you on your journey
- [The Energy Savings Trust](#) has a series of guides on energy efficiency advice, including a Greener Heating Guide
- Whilst prepared for domestic retrofit [The Devon Retrofit Guide - Energy Saving Devon](#) provides an overview of potential retrofit solutions

### If you want specialist support...

- [Home - South West Net Zero Hub \(swnetzerohub.org.uk\)](#)
- [The University of Exeter's Green Consultants Scheme](#) offers employers the opportunity to work with students looking to start careers in the environmental and sustainability sector
- The government's ['Find a Grant' service](#) enables you to search for live opportunities to apply for grant funding
- Loans are available from several banks to support the purchase of decarbonisation equipment. A list of opportunities is available on the [British Business Bank website \(www.british-business-bank.co.uk\)](#)
- If you have resources to do this, there are different companies you can engage to assist you in measuring your carbon footprint and developing an action plan to reduce your emissions