



# Springboard

Funding for innovation in Devon and Cornwall

## Project Application Form

Please read the notes on page 4 for help in completing your application to the Springboard Fund.

Before completing this please ensure you have read the information on the website [www.springboardfund.co.uk](http://www.springboardfund.co.uk) regarding the principles of the Fund and the eligibility criteria

### **Name of Project:**

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### **Applicant Organisation:**

Organisation Name:

Company Number:

Charity Number:

Type of Organisation:

Address:

Phone:

Email:

Name of contact for this application:

Primary activity of your organisation:

**Any key partners (including sub contractors and consortium members):**

Name of partner:

Role in project:

**Funding:**

Amount of Funding applied for:

Other sources of funding applied for or promised:

Total cost of the Project:

Why are you applying to the Springboard Fund?

**Project Aim:**

What market needs does this project seek to address?

What will this project do?

Who are the target beneficiaries?

What will be the outcomes that impact the economy of Devon & Cornwall?

**Timescales:**

What is the expected timescale for this project?

**Signed:** ..... **Date:**.....

**Name:** ..... **Position:** .....

Your application form will be copied to Business Link so one of their advisors can contact you to assist with this application unless you decline by checking this box

## Notes for completion of the Application Form

1. Please complete all sections of the form as thoroughly as possible.
2. If you are proposing a project to be operated with other partners, please give information on those partners and what their roles will be in the project.
3. Indicate how much funding you are applying for from the Springboard Fund to enable the project to be delivered. Please remember the Springboard Fund will not provide displacement funding if there is another source that will provide the funding. In addition, please indicate what other sources are available, or have been promised that will be utilised to deliver the project
4. Please provide a brief explanation as to why you are applying to the Springboard fund including any explanation of why other funding is not available.
5. Provide a clear description of the market need this project is aiming to address and what it will do to address that need. Also give a clear indication of what organisations or groups of individuals are anticipated to benefit from the delivery of the project and in what way they will benefit.
6. The Springboard Fund objective is to support projects which will have a significant impact on the economy of Devon, Cornwall and the Isles of Scilly. Please explain what the impact of these project outcomes will be on the economy. Please be as specific as possible in anticipated measurable outcomes to enable the Investment Panel to ascertain the value for money of this project.
7. Please indicate the planned starting date of the project and any key milestones in terms of delivering outcomes.
8. Business Link provides free and impartial support to businesses and works closely with the Springboard Fund by providing support to applicants . If you do not want your information to be passed to Business Link so that one of their advisors may contact you and assist with your application, please check the box on the application form.

The Springboard Fund aims to develop the economy of Devon, Cornwall and the Isles of Scilly. Recipients of funding will be required to show they are compliant with current UK legislation including:

- State Aid rules
- Health and Safety
- Equal Opportunities
- Data Protection

The Springboard Fund will also carry out appropriate checks on applicants to minimise risk of fraudulent claims.

The information you provide will be used to assess your application to the Springboard Fund and will be shared with the Panel members and support staff for that purpose. It will not be passed to any third party without your prior permission.

The Springboard Fund is a discretionary fund. Consideration of applications to this Fund does not constitute any obligation by the Fund to make an award, and no discussion with any individual members of the Fund Investment Panel or staff by any means will constitute an offer of Funding. All offers of Funding will only be valid if formally provided in writing by the Fund following due consideration by the Investment Panel. The Fund will not accept any liability for any costs or losses applicants might incur in making an application to this Fund.