**Business Support Services funding – invitation for proposals**

The Lambeth 2030: Our Future, Our Lambeth plan captures the borough’s ambition to make Lambeth neighbourhoods fit for the future. Brexit, COVID-19, rising energy prices, and the cost-of-living crisis have increased survival pressure on businesses of all sizes across the borough.

Small enterprises are facing significant headwinds if they are to remain the backbone of local communities, creating jobs and, and providing an outlet for the borough’s entrepreneurial energy. However, the picture is not entirely bleak with opportunities emerging in the green economy, as well as in other areas such as life sciences, and in the digital and creative economy.

Lambeth’s Business, Culture and Investment team is inviting proposals for business support programmes that provide support to Lambeth’s diverse, locally rooted small businesses in the borough priority sectors – life sciences, creative and digital, and green tech. Proposed support programmes should enable small businesses to compete, thrive and grow in an increasingly dynamic economic environment and be guided by the recent strategic work in the borough, such as the Lambeth Borough Plan – Lambeth 2030:Our Future, Our Lambeth, and the green economy strategy - Future Lambeth: Growing our Green Economy Strategy.

Successful projects will receive grant funding provided through the UK Shared Prosperity Fund, which is part of the government’s levelling up agenda. Up to £100,000 is available per programme although we anticipate funding some programmes at a lower level depending on the number and quality of proposals we receive.

**Support programme themes**

Support programmes should deliver against the following UK Shared Prosperity Fund theme:

* E23: Strengthening local entrepreneurial ecosystems, and supporting businesses at all stages of their development to start, sustain, grow and innovate, including through local networks.

Proposals in respect of this theme will be considered based on their ability to deliver one or more of the following outputs:

* Number of businesses receiving non-financial support.
* Number of potential entrepreneurs provided assistance to be business ready.
* Number of enterprises receiving grants.

Proposals will also be monitored on the outcomes they deliver. In respect of UKSPF Intervention E23, ability for the proposed business support programme to deliver one or more of the following outcomes will need to be demonstrated:

* Jobs created
* Jobs safeguarded
* Number of enterprises engaged in new markets
* Number of new enterprises created as a result of support

**Monitoring and reporting requirements**

Successful programmes must use the awarded funding to develop and deliver the support materials and activities required to achieves the outputs and outcomes specified above. Projects that focus on organisational operational costs are outside the scope of this funding.

Projects must be able to demonstrate delivery of contracted outputs by no later than **31st March 2025**.

The UK Shared Prosperity Fund requires projects to deliver and report against certain outcomes and output. Further information on the output definitions and evidence requirements for projects can be [found online](https://www.london.gov.uk/sites/default/files/2023-09/UKSPF%20Output%20and%20Outcome%20evidence%20requirements%20V3.pdf). Please familiarise yourself with this guidance.

Projects will be subject to quarterly reporting until the end of the funding period, and if there are additional benefits which will occur beyond March 2025, may be required beyond this date. However, the support to businesses must take place before March 2025. Failure to provide evidence of outputs and outcomes will result in funding being clawed back and returned to central government.

**Process**

Completed applications should be returned to Enterprise@lambeth.gov.uk by **5pm Monday 3 June 2024**. Applications received after this date will not be considered.

Following submission, proposals will be reviewed, and applicants will be notified of the outcome by 2 July 2024. Successful proposals will be subject to further checks on eligibility will be required in line with government guidance.

We anticipate that this funding will be heavily oversubscribed. Assessment of projects and funding awards will consider the scale of outputs, alignment with the themes outlined above, track record of delivery and ability to deliver within the grant period. The geographical targeting of the business support programmes across the borough will also be taken into account.

Successful programmes will be subject to a grant agreement for the duration of the grant period. Recipients will be required to pay back any funding if the grant is used for a purpose other than the project activities, is used for ineligible expenditure, or if outputs are not met.

Please contact Enterprise@lambeth.gov.uk with any queries relating to this process.

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| **Background information** |
| Registered name of lead organisation |  |
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| Registered address of lead organisation |  |
|  |
| Contact email address of lead organisation |  |
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| Is this a partnership proposal? If so, please list the other organisations/groups in your partnership |  |
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| **Project details** |
| Please detail the project idea(s) that you are seeking funding for, including:* A description of the type of small business support envisaged
* Evidence of need for this support and how it will deliver additionality
* How the proposal will provide direct support to local businesses
 |
| *Max 500 words* |
|  |
| How will your organisation’s previous experience enable you to deliver this programme successfully? Please describe your track record of delivering similar programmes/services to the one you are applying for funding towards. |
| *Max 500 words.* |
| **Project outputs and outcomes** |
| Projects must deliver against the theme and its associated outputs and outcomes highlighted in the introductory section. Please provide details against the relevant outputs and outcomes below, noting that your proposal does not need to deliver against each output and outcome.  |
|  |
| Strengthening local entrepreneurial ecosystems, and supporting businesses at all stages of their development to start, sustain, grow and innovate, including through local networks. |
| **Outputs** |  |
| Number of businesses receiving non-financial support.  |  |
| Number of enterprises receiving grants |  |
| Number of potential entrepreneurs provided assistance to be business ready |  |
| **Outcomes** |  |
| Jobs created |  |
| Jobs safeguarded |  |
| Number of new enterprises created as a result of support  |  |
| Number of enterprises engaged in new markets  |  |
|  |
|  |
| Please describe any other economic outputs your proposal will support (for example, jobs created, jobs safeguarded, footfall generation, increased income and investment etc.) |
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| **Programme delivery** |  |
| What is the funding ask for the programme? Please provide a detailed cost breakdown. |
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| What are the expected delivery timescales? Please outline key milestones. All programmes must be able to demonstrate delivery of outputs before 31st March 2025. |
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| Does the programme have any match funding? If so, please include the amount and source(s) of match. |
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| Are there any programme dependencies, external requirements, or particular challenges that could hamper the programme progressing? |
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| Please describe who will lead and be involved in the programme leadership and management. |
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| Please describe how you will work in partnership with any other organisations involved in programme delivery. |
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| How will you evaluate the success of the programme and document learning? |
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| Please share any other relevant information not covered in previous sections. |
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**Declaration**

In completing this application, you declare that:

* you are (or acting on behalf of) the lead organisation submitting this proposal.
* the lead organisation is not in receipt of state funded support in excess of the business grant subsidy allowances under the Trade and Cooperation Agreement (TCA) with the EU under the Subsidy Control Act 2022.
* the lead organisation is not subject to insolvency, striking off or any administration proceedings or is an "undertaking in difficulty”.

Any information you provide through this service will be processed in line with Lambeth Council’s [Privacy Policy](https://www.lambeth.gov.uk/about-council/privacy-data-protection/privacy-notice).

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| Name: |  |
|  |  |
| Signature: |  |
|  |  |
| Role: |  |
|  |  |
| Date: |  |