**Humber High Street Challenge Fund**

Expression of Interest Form

**Local Coordination Team**

Before completing and submitting this expression of interest form, it is advised that you contact the Local Coordination Team to discuss your proposals and their fit with the grant scheme:

Lindsay Drummond, Project Officer

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**Application process**

Following the submission of your expression of interest form, a member of the project delivery team will contact you to talk through your proposals and to assess their alignment of the scheme. Applicants with viable proposals will be invited to complete a grant application form.

Once you have submitted the application and all of the required documentation it will be assessed. Please allow 4-6 weeks for a decision to be made.

**Grant terms and conditions**

The full terms and conditions of the grant are available on the project website which can be accessed using the web address provided above. A paper copy of the document can be obtained by contacting the Project Delivery Team using the details above. Applicants should note that any works commenced prior the offer letter being signed by both the grantor and the grantee will not be eligible for funding from the Humber High Street Challenge Fund.

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# Section A: Applicant details

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| --- | --- |
| A1 | Business Name: *Overwrite text with response* |

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| --- | --- |
| A2 | Full name of primary contact: *Overwrite text with response* |

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| --- | --- |
| A3 | Job title/Position (e.g. Director, Property Manager etc.):  *Overwrite text with response* |

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| --- | --- |
| A4 | Address for correspondence:  *Overwrite text with response*  Postcode: *Overwrite text with response* |

|  |  |
| --- | --- |
| A5 | Telephone number: *Overwrite text with response* |
|  | Email address: *Overwrite text with response* |

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| --- | --- |
| A6 | Companies Registration No (if applicable): *Overwrite text with response* |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| A7 | Please indicate the legal status of the business:   |  |  |  |  | | --- | --- | --- | --- | | Private Limited Company |  | Partnership (ordinary business) |  | | Public Limited Company |  | Partnership (Limited Liability) |  | | Sole trader |  | Social Enterprise |  | | Charity |  | Charity No: *Overwrite text with response* | | | Other (please state): | *Overwrite text with response* | | | |
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| A8 | What is the nature of your business/proposed business at the target property (e.g. craft beer and food):  *Overwrite text with response* |

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| --- | --- |
| A9 | Date the business started operations/intends to start operations: *Overwrite text with response* |

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| A10 | Please state the address of the business if it differs to that outlined in section A2 of this form:  *Overwrite text with response*  Postcode: *Overwrite text with response* |

# Section B: Details of the target property for investment

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| --- | --- |
| B1 | Address of target property to receive grant funding:  *Overwrite text with response*  Postcode: *Overwrite text with response* |

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| --- | --- |
| B2 | Is the target property a listed building?  Yes  No |

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| B3 | Please provide a brief description of the property (e.g. two storey terraced office of brick construction built in 1920s):  *Overwrite text with response* |

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| B4 | Is the property currently vacant?  Yes  No\*    \*If no, please briefly describe its current use:    *Overwrite text with response* |

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| B5 | In terms of the target property will you/the business be the:   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | Owner-occupier |  | Private Landlord |  | Tenant |  | |

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| --- | --- |
| B6 | Do you own the freehold for the target property?  Yes  No |

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| --- | --- |
| B7 | Additional details for leasehold properties only:   1. Please state the remaining term of the lease (MM/YY): *Overwrite text with response* 2. Do you have the building owners permission to  Yes  No   undertake the project? |

# Section C: Proposed works to target building

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| C1 | Please provide a brief description of works to be carried out to the target building (eg. installation of new shop frontage and interior fit out works to accommodate new sales area):  *Overwrite text with response* |
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| C2 | Have you used professional advisors to assist in  Yes  No  developing your proposals to date? |

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| C3 | Please indicate if there is expected to be a change of use in the target building after the proposals have been delivered (e.g. retail to café):  *Overwrite text with response* |
| C4 | Please outline an estimated cost of the project by work type:   |  |  |  | | --- | --- | --- | | **Work type** | **£ estimate of total cost** | **£ amount of funding sought** | | Frontage Improvements | *Overwrite text with response* | *Overwrite text with response* | | Bringing unused floorspace back into use | *Overwrite text with response* | *Overwrite text with response* | | **Total** | *Overwrite text with response* | *Overwrite text with response* |   NB State Aid rules and the financial viability of the business will determine the amount of grant to be awarded; this is assessed at application stage. |

|  |  |
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| C5 | Do the estimated costs of the works include VAT?  Yes  No |

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| C6 | Please briefly outline why you require the grant and what will happen if you do not receive assistance from the Humber High Street Challenge Fund:  *Overwrite text with response* |
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# Section D: Project timetable and outputs of proposals

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| D1 | If your grant application is successful, please indicate when you anticipate starting and finishing the grant funded works:  Start date: *Overwrite text with response* End date: *Overwrite text with response* |
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| D2 | Please briefly outline whether the proposals will create any new jobs or training opportunities (e.g. two new staff positions and one apprentice):  *Overwrite text with response* |

# Section E: Regulatory consideration

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| --- | --- |
| E1 | Have you consulted the local planning authority with  Yes  No  NA  regards to any planning consents required? |

|  |  |
| --- | --- |
| E2 | If the proposals described in section C are related to the  Yes  No  NA  accommodation or expansion of a commercial food  business (including drink only sales), have you discussed  your proposals with the Council’s Food Safety/ Public  Protection team? |

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| E3 | Please provide details of any other loans or grants you have applied for or received for this project, stating any time-limitations for these where appropriate:  *Overwrite text with response* |

# Section F: Declaration

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| F1 | I declare that all the information supplied is accurate and that information has not been deliberately withheld. I understand that any misleading or inaccurate statements (whether deliberate or accidental) given at any stage during the application process may render the application invalid and may result in the withdrawal of any grant that is awarded.   |  |  | | --- | --- | |  | **Applicant** | | Signed |  | | Name | *Overwrite text with response* | | Date | *Overwrite text with response* | | Position | *Overwrite text with response* | |