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**UK Shared Prosperity Fund and Rural England Prosperity Fund**

Grant Funding important dates:

**Round 3 (final round) will open for applications 1st October and close 17th November.**

There will be three grant panels as part of Round 3. Provisional dates are 25 October / 11 November / 26 November 2024.

Following notification of an award, your project must commence within 4 weeks from receiving your full grant award letter.

All projects must be complete and with grant returns submitted to Dorset Council by 16th February 2025.

**There will be no extension to this date to meet Government requirements.**

Previous Rounds:

- Round 1 - applications ran from 12th December 2023 to 31st January 2024 relating to expenditure in financial year 2023/24.

- Round 2 ran from 29 April to 31 June 2024 relating to expenditure in financial year 2024/25.

**CHECKLIST for applicants to grant funding:**

1. Before applying, please ensure you have read and understood the information and terms in the UKSPF Grant Scheme Document.

Any incomplete applications or failure to submit supporting documentation will not be accepted or reviewed by the Grants Panel.

All applicants applying for Local Business Support grants will need to undertake a business support meeting with our Business Partner, WSX Enterprise to gain your unique reference number prior to application.

1. The UKSPF Grant Scheme document at 7.3 details Information to include in submission.

**Note**: You need to have read and understood the rules regarding Subsidy Control at section 6. Appendix 1: Grant Schemes, Additional terms – Subsidy Control, of the grant Scheme Document.

1. You are required to complete the grant application form online. To enable you to undertake this, you will need to create a login and password on the Webpage. This will then give you a unique reference number (please retain this until you have submitted your application form). If required, there is a save function and this allows you to return and complete pages of the application at a later time, if required, prior to your submission.

Key questions in the application form will require you to have prepared answers to the following:

* A summary of your project
* Evidence of need for your project
* Brief but specific details of how the investment will meet the scheme outputs.
* Expected outcomes and benefits from the investment
* Full project costings

**Once a submission is made there is no ability to amend the application again.**

1. Once you have completed and submitted your application online, you will receive an email to confirm your submission and a link for you to upload your supporting documents to a secure portal. Your supporting documents must include:
* 2 sets of approved accounts (including Balance Sheet)
* Last 3 months bank statements
* Certificate of Public Liability Insurance / Indemnity Cover
* Certificate of Employers Liability Insurance/ Indemnity Cover
* Equality & Diversity policy
* General Data Protection Regulation (GDPR) policy (as per Data protection Act 2018)
* Safeguarding policy (or relevant equivalent ie. Health & Safety, Staff Handbook)
1. Decisions on applications will be made by the Dorset Council Grants Panel. Applicants will be notified of decisions within two weeks of the Panel Meeting.
2. Please note, that failure to meet these deadlines may result in the business or organisation forfeiting the grant and no payment being made.

**Should you have any further questions regarding the**

**application process for the grant scheme please email:**

**sharedprosperityfund@dorsetcouncil.gov.uk**

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