



Throughout, please complete the cells shaded in this colour

The cells coloured like this will be automatically completed

Community Led Local Development (CLLD)

Appendix 6 (Business support projects only)

Please complete this application as fully as possible as it will be used to assess your proposal for decision. Missing or unclear information will certainly delay it, and we therefore ask that you complete the form and application appendices in full. You will be asked to give evidence and justify any assertions made in the application.	Project Ref No
	SE0032
Project Name: Cattle Market Makers Project	
For projects which are providing support or training to a number of businesses i.e. support projects, additional information is required in order to confirm the relevant state aid requirements are met. Please complete the following questions. Evidence to confirm the correct processes have been undertaken will be required during the claiming and monitoring stages if a project is approved	
Please confirm who the end beneficiaries of the support you are offering will be i.e. Sole Traders, Micro, SMEs, Large Enterprises?	
From the Creative Kernow demand study of existing local creative industries businesses interested specifically in Liskeard. The indication is, some will be business start ups. Most will be existing be small businesses. With premises and support and assistance, a number would expand out of home or other premises. None are likely to be large enterprises.	
Please confirm what information will be collected from the end beneficiary to evidence that it is an SME/ business in an eligible sector and that State Aid thresholds are not breached?	
I can confirm that the information collected will include the activity type and sector to ensure that only eligible sectors will be permitted. The receipt of other public funding in the last three years will also form a question to avoid a breach of state aids thresholds.	
Please outline what agreement will be put in place between you and the end beneficiary to ensure compliance with the state aid regulations?	
The business units will be occupied by means of a Tenancy at Will agreement. This can be framed to include a clause that occupancy is permitted only upon the condition that the information given is correct. This to include receipt of state aids. Failure to comply with the disclosure of state aids would void the tenancy.	
Please outline the processes you will use for recording the time spent with individual organisations (time sheeting / sign off etc.)?	
Time sheets will be kept by those individuals outlined as providing support to the project including the Town Council staff identified in the application	
Please explain how you will calculate the gross grant equivalent rate (GGR) to be charged and basis of the rate?	
This methodology is being researched from existing partners experienced in the use of the gross grant equivalent rate such as, Cultivator 2.	
Please explain the process you intend to use to confirm to an end beneficiary the support received post completion?	
The provision of a letter indicating the type and value of support provided by the project.	
If you are proposing to use any other State Aid cover other than De-Minimis please explain which Block Exemption you propose to use and why?	
Not intending to apply anything other than the De-Minimis state aid.	
Please explain how you propose to present the required reporting information to the CLLD programme to ensure that it can evidence State Aid compliance on your project and identify who is responsible for undertaking this?	
The Project Assistant will collect the information. The Project Manager will prepare and present the reports to the Project Board. The Project Board (Liskeard Town Council and Cornwall Council) will monitor on-going performance against the grant offer letter. The Town Clerk and Responsible Financial Officer will prepare the report for submission with the stage claim to the CLLD programme.	

Full Printed Name	Yvette Hayward
Position	RFO & Deputy Town Clerk
Original Submission Date	22/01/2021