

Resilience and Innovation Grant Assessment Process

The assessment process set out in this document will be used by the South East Midlands (SEM) Growth Hub to assess all Resilience and Innovation grant applications.

Stage 1: Gateway

Criteria	Assessment
<p>Applying enterprise is eligible</p> <ul style="list-style-type: none"> • An SME • Trading or engaged in business activity • Not in liquidation, dissolved, struck off or subject to a striking-off notice • Is not an undertaking in difficulty • Registered in the UK • Has a base the South East Midlands area • Plans to realise a project in the area • Passes credit check 	<p style="text-align: center;">Pass/Fail</p> <p>Projects must pass all of these gateway criteria to be considered for selection.</p> <p>Failure to adequately demonstrate one or more of these criteria will result in project rejection.</p>
<p>Application is complete</p> <ul style="list-style-type: none"> • Application form completed including the Subsidy Control section • Proof of company registration/UTR/Partnership/charity number • Accounts - A copy of the company's most recent filed accounts or draft accounts if appropriate (and/or more recent draft accounts if beyond mid-year) • Self-declaration – statement from the business confirming the product or service (and process, if applicable) is new to the market/business (if applying under the innovation element) • The requisite number of comparative quotes for each item of expenditure in accordance with the latest published Guidance • 2 comparative quotes for each individual item of expenditure over £2500 and under £25000 • Procurement brief for individual capital items valued at £25,000 (ex VAT) or more including 3 comparative quotes 	
<p>For every grant applied for, the applicant must plan to achieve <i>at least one</i> of the following:</p> <ul style="list-style-type: none"> • Create at least one FTE job (12 months minimum) or equivalent per £20,000 of grant applied for • Introduce a new product, process or service to the firm OR market • Make a CO2 equivalent reduction 	

Stage 2: Scoring

Criteria	Example evidence of meeting the criteria This is non-exhaustive and other evidence may be provided and considered as part of the assessment	Assessment
1. The extent to which the grant project will lead to investment and growth	<p>This grant scheme is designed to aid investment and growth.</p> <p>As a minimum, projects will need to provide details of at least one new full-time job per £20,000 grant which will be created as a result of the project</p> <p>Applications are likely to be scored higher where additional growth resulting from the grant project is detailed.</p>	<p>Each sub-criteria is given a mark out of 5. This is converted to a percentage score.</p> <p>Projects must score a minimum of 60% overall to be shortlisted.</p>
2. The extent to which the grant project will lead to innovation	<p>The grant funding must help the funded enterprise to become more innovative.</p> <p>Applications will score higher where they have set out well developed and credible plans that detail:</p> <ul style="list-style-type: none"> • The new product being brought to the business • The new product being brought to the market • The new service being brought to the business • The new service being brought to the market <p>Applications may also detail a new process being brought to the business.</p>	
3. The extent to which the project will lead to decarbonisation.	<p>The grant scheme is designed to aid decarbonisation.</p> <ul style="list-style-type: none"> • Does the project contribute to the business reducing costs • Does the project support working towards net zero emissions 	
4. Does the application make the case	<ul style="list-style-type: none"> • Is there a robust rationale for public funding and why the funding can't be sourced elsewhere? 	

for investment and why the grant is required?	<ul style="list-style-type: none"> Is there evidence of what additionality will be brought about by the public funding – for example – that the project could be realised more quickly or bring about additional outputs? 	
5. Can the business fund the purchase and is the business resilient?	<ul style="list-style-type: none"> Clear explanation about the source of match funding and that this has been confirmed Company accounts are clear and credit rating is appropriate 	
6. Has the project demonstrated that it is deliverable?	<ul style="list-style-type: none"> It is clear that the project can be delivered in the timescale. Appropriate risks for the project have been identified 	

Stage 3: Selection

- Projects will be provided with a combined overall score in accordance with the methodology above.
- Projects which score over the minimum threshold of 60% will be presented to the grant panel for a final decision
- Projects which then are approved by panel will be awarded in order of score until the funds allocated in that funding round has been fully allocated.

The Resilience and Innovation Grant programme has a total allocation of **£1.9M** and there are grants of **up to £50,000** available.