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GPIF Application Form

[To view a list of all the questions in this application form click here](#)

Section 1: Your business

Contact details

(1) Applicant Name

*

**Email Address and
Phone Number**

Email Address

Contact telephone number

**(2) Your role in the
business**

*

**(3) Business /
organisation name**

*

**(4) Business
Address**

*

Website

**(5) Registered
Company Address
if different from
above**

**Swindon & Wiltshire**

LOCAL ENTERPRISE PARTNERSHIP

About your business

(6) Date business started trading (if applicable)



(7) Are you part of a group? *

- ☐ Yes
☐ No

(8) Where is your HQ based (country and location)? *

(9) Company status

- ☐ Sole Trader
☐ Partnership
☐ Limited Company
☐ Limited Liability Partnership
☐ Community Interest Company
☐ Social Enterprise

☐ Other (please specify)

(10) Registered company name or trading name if sole trader *

(11) Registered company number (if applicable)

(12) Is the business VAT Registered? *

- ☐ Yes
☐ No

(13) Is the business able to recover VAT on its outgoings?

- ☐ Yes
- ☐ No

(14) Have three years business accounts been provided with this application (you will be able to attach these at the end of the application)? *

- ☐ Yes
- ☐ No

(15) Does your business have a project plan which relates to the loan requested? *

- ☐ Yes
- ☐ No

(16) What was the gross turnover of your business in your last accounting year? *

£ Turnover

Year

(17) In which geographical areas does your business operate? *

- ☐ UK only
- ☐ International

(18) How many full-time equivalent employees does your business employ directly? *

e.g. 10

(19) What, if any, loan, grant or other support from any public, UK government or EU sources has your business received within the past 3 years? Add additional rows as necessary.

	Date (dd/mm/yy)	Source	Programme	Grant (£)	Loan (£)	Other (£)
1						

2						
3						
4						
5						
6						
7						
8						
9						
10						

Total Grants since
30th April 2016
(calculated)

Total Loans since
30th April 2016
(calculated)

Total Other since
30th April 2016
(calculated)



Section 2: Your project

Project summary:

Please outline your proposal for a loan from the Swindon & Wiltshire Growing Places Investment Fund.

Please state what you intend to invest in, the employment that will be created and how economic growth will result.

(20) Name of
project *

(21) Brief
description of
project and what
the funds will be
used for (max 500
words) *

0/200

(22) What is the address for the proposed investment project? *

Street

Address Line 2

Town or City

County

Post Code

(23) Has spend on your investment project started? *

- ☐ Yes
- ☐ No

(24) How will the loan help your business (max 200 words)? Please also include information on the barriers which your project will specifically address; what has stalled which is potentially viable or which needs unlocking? *

0/200

(25) Have you operated and

closed down a similar activity in the last 2 years or do you have any plans to do so in the 2 years after the investment? *

- ☐ Yes
☐ No

(26) Is there any other relevant information about the project which you wish to include (max 200 words)?

0/200



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Section 3: Strategic fit

Please tell us how your project fits with the strategic priorities of the SWLEP

SWLEP Strategic Priority

(27) Please demonstrate how your project relates to, and makes most contribution to the SWLEP's five strategic priorities (max 100 words each although you do not need to complete all 5 boxes)

**Skills and talent:
we need an
appropriately
skilled and
competitive
workforce to
achieve our growth
ambitions**

0/100

Transport infrastructure improvement: we need a well-connected, reliable and resilient transport system to support economic and planned development growth at key locations

0/100

Digital capability: we need to deliver excellence in digital connectivity and cyber transformation to achieve business growth, innovative public services and influence societal change

0/100

Place-shaping: we need to deliver the infrastructure required to deliver our planned growth and regenerate our city and town centres, and improve our visitor and cultural offer

0/100

Business development: we need to strengthen the competitiveness of small and medium sized businesses and attract a greater share of foreign and domestic investment into the area.

0/100



Section 4: Outputs

(28) Please provide additional information about the direct jobs which will be created by your project. Please allocate the full and part-time jobs which will be created in the relevant sector.

Sector *

	Number of full time jobs (more than 30 hours per week)	Number of part time jobs (less than 30 hours per week)
Advanced engineering	<input type="text"/>	<input type="text"/>

and high value manufacturing		
Health and life sciences		
Financial and professional services		
Digital and information communication technology		
Land-based industries		
Visitor economy		
Adult health and social care		
Low carbon economy		
Construction		
Other		

If other, please mention the sector

Total number of full time jobs (calculated)

0

Total number of part time jobs (calculated)

0

(29) Timetable for job creation - please allocate how these jobs will be phased. For example, if 100 new jobs will be created in total with 50 created in 2019, 35 in 2020 and 15 in 2021 you would show that here. The total should match your answer to question 28. *

	2019	2020	2021	2022	2023	2024	2025	2026
New full time jobs								
New part time jobs								

(30) Please list any other outputs which your project will deliver or support. Please allocate these on an annual not cumulative basis.

	2019	2020	2021	2022	2023	2024	2025	2026

Low carbon energy capacity increase (kw/h)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Business-led innovation including the registration of new patents	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Local procurement contracts within Swindon and Wiltshire, Value in £m	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Apprenticeship starts	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Temporary jobs created (e.g. construction)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

If 'other', please specify.

Total low carbon capacity increases kw/h (calculated)

Total innovations (calculated)

Total contracts £m (calculated)

Total apprenticeship starts (calculated)

Total temporary jobs created (calculated)

Total other created (calculated)

(31) How will you measure the success of your project in addition to the number of jobs created? (Max 100 words) *

0/100



Section 5: Project timetable

(32) Please outline the key milestones proposed for the delivery of your project. *

	Milestone description	When will this be achieved (month and year)
1		
2		
3		
4		
5		
6		

(33) What are the key risks to this timetable and what action can be taken to reduce them?

Likelihood score: 4 - very high, 3 – high, 2 - low, 1 - very low

Impact score: 4 - very high, 3 – high, 2 - low, 1 - very low

In the Score column, please multiply the Likelihood x Impact

Risk 1

What would you do, or are you planning to do to mitigate or reduce the risk?

Likelihood

1 to 4

Impact

1 to 4

Likelihood x Impact
Score (calculated)

0

Risk 2

What would you do, or are you planning to do to mitigate or reduce the risk?

Likelihood

1 to 4

Impact

1 to 4

Likelihood x Impact
Score (calculated)

0

Risk 3

What would you do, or are you planning to do to mitigate or reduce the risk?

Likelihood

1 to 4

Impact

1 to 4

Likelihood x Impact
Score (calculated)

0

Risk 4

What would you
do, or are you
planning to do to
mitigate or reduce
the risk?

Likelihood

1 to 4

Impact

1 to 4

Likelihood x Impact
Score (calculated)

0

Risk 5

What would you
do, or are you
planning to do to
mitigate or reduce
the risk?

Likelihood

1 to 4

Impact

1 to 4

Likelihood x Impact
Score (calculated)

0

(34) Have you obtained all the permissions and consents you need to carry out your project? (Planning consents, change of use, listed buildings, etc.) *

- ☐ Yes
☐ No

To meet our procurement rules, you will need to demonstrate that you have gathered comparable written quotes for the investments that you will make using the loan. This will be discussed further with Stage 2 applicants.

Please press the next button to save the completed pages of your application.



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Section 6: Financial information

(35) Please list your project costs exclusive of VAT below. N.B. these are costs which have not, and will not, be incurred before the date you accept the loan contract. *

	£	On what basis have these costs been calculated and confirmed?
Total revenue budget (please note that GPIF can only be used for capital expenditure)	<input type="text"/>	<input type="text"/>
Total capital budget	<input type="text"/>	<input type="text"/>

Total Project
Budget (calculated)

0

(36) Please list your funding sources below

**Total GPIF loan
sought ***

£

**Investment directly
by the company's /
organisation's
reserves for this
project ***

£

State of Funding

- ☐ Secured
☐ In principle
☐ Unconfirmed

**Other investment,
income, funding –
please list the
source, amount
and status below**

Source

**Total of other
investment, income
or funding**

£

State of Funding

- ☐ Secured
☐ In principle
☐ Unconfirmed

**Total value, please
check that this is
the same figure
listed under 35
above in the Total
Project Budget
(calculated)**

**What is the overall
split of private and
public sector
investment in your
project as a
percentage as
stated in 35 above?**

% private sector investment

% public sector investment

GPIF loan repayment

(37) When do you need the loan paid to you? *

(38) When will your project start to incur eligible costs? *

(39) When will your project be completed? *

(40) When would you like to start repayments? *

(41) When would you like to make your final repayment? *

(42) What is your preferred repayment frequency? *

- ☐ Annually
- ☐ Every 6 months
- ☐ Quarterly

(43) What would you provide as security for the loan, e.g. charge over land or property? *

(44) If a GPIF loan is not awarded, what would be the impact on this investment project over the next 3 years? (Max 200 words) *

0/200

Please press the next button to save the completed pages of your application.



Section 7: Growth potential, impact and sustainability

(45) How will the GPIF loan to your project support your business to grow? (200 words max) *

0/200

(46) What will be the immediate impact and outcomes on your business from the project investment in the 12 months following the start of a GPIF loan? (100 words max) *

0/100

(47) What will be longer-term impact and outcomes of the project investment over the next 3 years after the investment has been completed? (100 words max) *

0/100

Section 8: Project management

(48) Who will be the Project Manager in charge of the delivery of your project? *

First Name

Last Name

(49) What project management experience do they have? *

Please press the next button to save the completed pages of your application.



Section 9: Supplementary information

Items to submit as part of the stage 1 application for GPIF investment

Your project plan/business plan for the investment and previous three years of business accounts *

Please press the next button to save the completed pages of your application.



Section 10: Declaration

Please note the following:

I/ We undertake that if this application is successful I/we will:

- fulfil the obligations of the Growing Places Infrastructure Fund (GPIF), as set out in the GPIF Prospectus and in our loan agreement;
- provide any further information as may be required by the GPIF Team at the SWLEP;
- provide any further information as may be required Wiltshire Council as the SWLEP's accountable body for the GPIF loan funding;
- allow access to records and premises, to which this application relates for the purpose of carrying out an inspection and ensuring the compliance of this undertaking. This will include allowing access for external auditors and consultants;
- co-operate and participate as required in any monitoring or evaluation exercises conducted by the Swindon & Wiltshire Local Enterprise Partnership GPIF Team or Wiltshire Council acting as its accountable body; and
- inform the SWLEP GPIF Team immediately in writing if any changes occur to the application details.

Please note, that where any claims or statements contained within this application form, or the supporting information, are found to be made fraudulently or negligently, as misrepresentations, knowingly or otherwise, any approval for a loan could be rendered invalid and the loan made subject to immediate clawback, and with further action by relevant authorities taken if deemed appropriate.

Note: For partnerships, all partners must sign this form. For limited companies at least one director must sign the form. For other organisations the closest equivalents to one Trustee/Committee member and the Chief Executive/Finance Director should sign. For sole traders, the business leader should sign. Where submitted by email, a signed application will be requested in due course.

Name *

Position in organisation *

Date *



Name

Position in organisation

Date



For more information contact:

Phil Clement

Head of Investment & Export

Swindon and Wiltshire Local Enterprise Partnership

c/o Wiltshire Council

Monkton Park

Chippenham

SN15 1ER

Email: phil.clement@swlep.co.uk

Submit Application

Once the form is submitted, you will receive an email with a PDF copy of your responses.