

Development Projects Grant

Development Projects Grants offer support up to a maximum of 75% of the total cost of development projects requirements to the maximum grant amount of £7,500.00.

Grant funding can be used to support:

- Business plan preparation
- Planning application requirements (e.g. design plans)
- Complex proposals (e.g. tenders) for medium to large contracts
- Marketing advice including packaging and branding
- Business financial and administration systems including payroll and HR policies
- Website design and implementation
- Equipment, fixtures and fittings, technology hardware and software. Items that will be considered will be those that the business can demonstrate:
 - Are vital to the businesses operational needs which will allow them to offer a service/product to the island or further enhance the services/products that they already offer.
 - Allows the business to comply with legal requirements associated with the type of business activity.
 - Are construction materials that will enhance the working environment.
 - Are specialist technology hardware and software
- Projects that demonstrate innovation (for St Helena)
- Projects that promote reduced levels of carbon consumption and promote environmental sustainability

To secure funding the business must be prepared to:

- Discuss their business, business idea and/or expansion ideas with the ESH Business Development Team in detail.
- Produce the required documentation with the relevant details.
- Ensure that the business is able to pay its 25% contribution to the applicable suppliers at the time of application approval.
- operate for the applicable obligation period.

To apply for Development Projects Grants the business must provide:

- 1. Application Form** - An ESH grant application form
- 2. Extended Business Brief** – overview of the business idea and/or enhancement, to include how the grant will assist, customers, prices, competition etc.
- 3. One Year Cash Flow Forecast** – a one year forecast demonstrating how the funding will impact on the business’s cash flow
- 4. Quotes** –
 - for the equipment fixtures and fittings and/or Business Service providers quote e.g. for producing business plan, design plans for planning application assistance, etc.
 - This quote should include handling charges & Freight
 - Customs duty charges
- 5. Tax Registration Certificate**
- 6. Land/property ownership (where applicable)** - Confirmation of land/property ownership or a minimum of a 3 year lease agreement
- 7. Accounts (Existing Businesses ONLY)** -A copy of your last year’s financial statements

Examples:

Scenario 1 – New Business Start-Up

Requirements	Total Cost £	ESH 75% Contribution (£)	Client 25% Contribution
Business Plan to make application to Youth Loan for Stock	400	300	100
Branding Design	600	450	150
Website Design and implementation	1000	750	250
Equipment inc. customs duty and freight	5000	3750	1250
Payroll and book keeping advice and implementation	1000	750	250
TOTAL COST	8000	6000	2000

Scenario 2 – Existing Business Expansion

Requirements	Total Cost	ESH 75% Contribution	Client 25% Contribution
Business Plan to make application to BoSH	800	600	200
Building Expansion Design plans (to make application for planning application)	1500	1125	375
Website Design and implementation	1000	750	250
Equipment and furnishings inc. customs duty and freight	7000	5250	1750
HR (Employment Contracts) advice and implementation	1000	750	250
TOTAL COST OF DEVELOPMENT PROJECT	11300	8475	2825
Max Grant Limit of £7,500.00 therefore Breakdown will be as follows		7500	3800