



**Havant Borough Council  
Business and Social Enterprise Start-up Grants**

**Havant Borough Council is committed to encouraging the strength and vitality of its local economy.**

The Business and Social Enterprise Start-up Grant is intended to make a positive contribution towards the cost of creating a new small business or social enterprise.

**What is the Business and Social Enterprise Grant?**

Grants of £500 are available to new businesses and social enterprises starting up.

**Who qualifies?**

Any new small business or social enterprise starting up.

Any new small business or social enterprise that has been trading for less than 12 months.

The business must be located within Havant Borough.

The enterprise must be a new Full Time Business

The business must in contact with Business Link and receiving start up advice.

**Any other rules?**

Any planning, building control, licence or other necessary consents must have been obtained.

You will receive two visits from the Council:

i) the first, following receipt of your application, to establish whether you are eligible

ii) the second after 6 months to confirm the new business is still trading successfully. If it is, the £500 will be paid.

Only one grant per business will be paid.

Normally you will receive a decision from the Council within 20 working days of the first visit.

**When will I get the money?**

When the new business or social enterprise has been trading successfully for 6 months from the first visit by the Council.

**How do I apply?**

Download the application forms from the Council's website:

[www.havant.gov.uk](http://www.havant.gov.uk)

Application forms may also be obtained from:

Business Development/External Funding Officer

Havant Borough Council

Civic Offices

Havant

PO9 2AX

Tel: 023 9244 6460

Email: [david.harris@havant.gov.uk](mailto:david.harris@havant.gov.uk)

**BUSINESS AND SOCIAL ENTERPRISE START UP GRANT APPLICATION FORM****1. APPLICANT**

Mr/Mrs/Ms/Other

First Name

Last Name

**2. BUSINESS NAME AND ADDRESS****3. TYPE OF BUSINESS** (and site address if different from above)**4. The date business was established / is to be set up from:**

(Delete as appropriate)

**5 .Home Telephone Number:****Business Telephone Number:** (if different from above)**Mobile phone Number:****Email Address:****Website address:****6. Information about your new full time business.**

a) Type of business proposed

b) Where will the business operate from?

c) Have all necessary consents been received? **Yes**  **No** d) Have you attended any training course concerning running a small business? **Yes**  **No** ***if yes, please detail where and when***

e) Have you arranged a Business Account at your bank?

**Yes**  **No** 

f) Are you in contact with Business Link and in receipt of business start up advice, guidance and information

**Yes**  **No**

<p>f) Have you applied for a grant or loan from any other institution or group or similar body? <i>This will not count against you, the information will be used merely as verification that this is a genuine application.</i> <b>Yes</b> <input type="checkbox"/> <b>No</b> <input type="checkbox"/> <b><i>If yes, from whom?</i></b></p>
<p><b>7. How did you learn of the Business and Social Enterprise Start Up Grant?</b></p>
<p><b>I declare that the information supplied is correct and I have read and understood the rules of the scheme.</b></p> <p><b>Signature:</b></p> <p><b>Date:</b></p>

When completed, please return this form to:  
Business Development/External Funding Officer  
Havant Borough Council  
Civic Offices  
Havant  
PO9 2AX  
Tel: 023 9244 6460  
Fax: 023 9244 6545  
Email: [david.harris@havant.gov.uk](mailto:david.harris@havant.gov.uk)

If you require any assistance to complete this form please contact the Business Development Office by:  
Telephone: 023 9244 6460  
Email: [david.harris@havant.gov.uk](mailto:david.harris@havant.gov.uk)