



TRAFFORD
COUNCIL

UKSPF Trafford Shop Improvement Grant

Q&A Webinar April 2024

POWERED BY

**LEVELLING
— UP —**



Funded by
UK Government

**GREATER
MANCHESTER**
DOING THINGS DIFFERENTLY

Overview

- Background
- Purpose
- Eligibility
- Process
- Q&A



Background

- **UK Shared Prosperity Fund (UKSPF)**
- **Temporary replacement for the Trafford Town Centres Business Growth Programme**
- **Support for businesses**
- **Improvements to Trafford town centres**

Purpose

- Continue to drive low vacancy rates in Trafford's town centres
- Improve the look and feel of the town centres through refurbished retail units
- Support local businesses
- Create jobs
- Contribute to Net Zero targets
- Help improve shop accessibility



This Photo by Unknown Author is licensed under [CC BY-SA](#)

Eligibility

- New or existing business
- Property located in one of Trafford's four town centres ([My Council \(trafford.gov.uk\)](https://www.trafford.gov.uk))
- Project to contribute towards refurbished floorspace and/or job creation
- Energy efficiencies and accessibility elements
- No debts with the Council
- 50% match funding required
- Capital expenditure only
- Projects completed by end of February 2025

Altrincham



Sale



Stretford

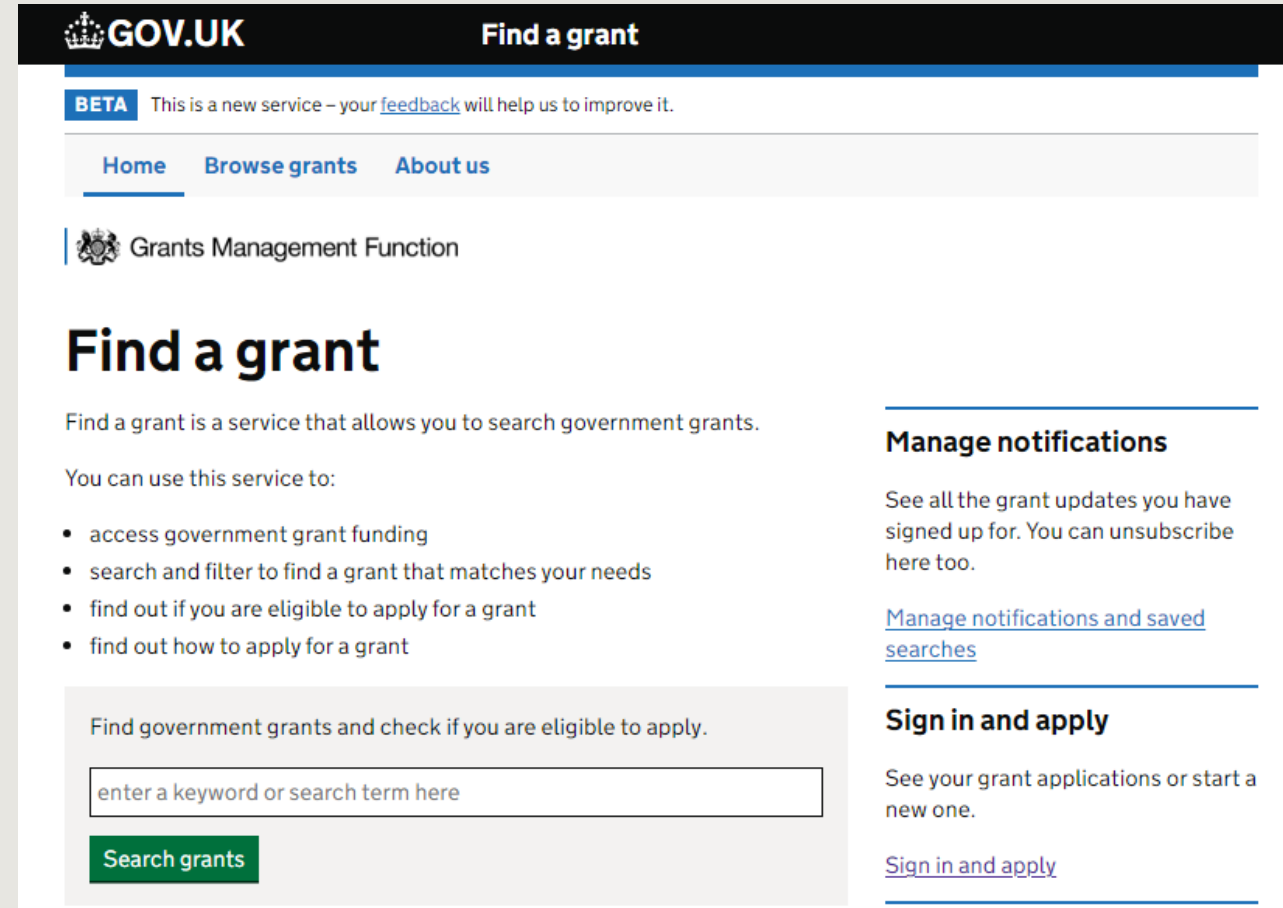


Urmston



Process – Find a Grant

- Applications submitted via Find a Grant



The screenshot shows the GOV.UK 'Find a grant' service page. At the top, there is a black header with the GOV.UK logo and the text 'Find a grant'. Below this is a blue banner with 'BETA' and a message: 'This is a new service – your [feedback](#) will help us to improve it.' A navigation bar contains links for 'Home', 'Browse grants', and 'About us'. The main heading is 'Grants Management Function' followed by 'Find a grant'. A sub-heading reads: 'Find a grant is a service that allows you to search government grants. You can use this service to:' followed by a bulleted list: 'access government grant funding', 'search and filter to find a grant that matches your needs', 'find out if you are eligible to apply for a grant', and 'find out how to apply for a grant'. Below the list is a search box with the placeholder text 'enter a keyword or search term here' and a green 'Search grants' button. On the right side, there are two sections: 'Manage notifications' with a description and a link to 'Manage notifications and saved searches', and 'Sign in and apply' with a description and a link to 'Sign in and apply'.

[Trafford Shop Improvement Grant - GOV-UK Find a grant \(find-government-grants.service.gov.uk\)](https://find-government-grants.service.gov.uk)

Process - applying

- **Application form to be supported with**
 - Business plan
 - Cash flow forecast (1 year)
 - 3 year lease agreement
 - Written consent for proposed works
 - Right to work documents / Personal identification
 - Evidence of match funding
- **Due diligence checks**
- **Applications reviewed and decision made by panel**

Business Plan

We would expect a business plan to include elements such as:

- Defining your products and services
- Identifying your customers and conducting market research
- Marketing your business
- Competitor analysis
- Operations and logistics
- Pricing strategy
- Financial forecasting
- Back-up planning

Cash Flow

Month	Pre start	1	2	3	4	5	6	7	8	9	10	11	12	Total
Month name		0												
Money in (£)														
Funding from The Prince's Trust														0.00
Funding from other sources														0.00
Own funds														0.00
Income from sales		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
														0.00
														0.00
Total money in (£)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Money out (£)														
Repayments - The Prince's Trust														0.00
Survival Budget		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
														0.00
														0.00
														0.00
														0.00
														0.00
														0.00
														0.00
														0.00
														0.00
														0.00
														0.00
														0.00
														0.00
														0.00
														0.00
														0.00
														0.00
														0.00
														0.00
														0.00
Total money out (£)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Balance (£)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Opening balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Closing balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

Business Support

- **GM Business Growth Hub**
 - <https://www.businessgrowthhub.com/>
- **Gov.uk - Write a business plan - GOV.UK (www.gov.uk)**
 - Includes links to
 - The Prince's Trust
 - The Start Up Donut
- **More supporting links are on the Supporting Information tab of the Find a Grant listing**
 - [Trafford Shop Improvement Grant - GOV-UK Find a grant \(find-government-grants.service.gov.uk\)](https://find-government-grants.service.gov.uk)

Process - assessing

- Applications reviewed by Inclusive Economy & Communities Team
- Due diligence exercise carried out
- Applications checked for information and supporting documents
- Projects assessed against UKSPF criteria, including outputs and outcomes
- Project delivery time and expenditure reviewed to ensure eligibility
- Feedback to applicant and updated documents submitted (if required)

Process - approving

- **Application submitted to Grant Panel for a decision**
- **Applicant notified of outcome of application**
- **Grant funding agreement (GFA) and Minimal Financial Assistance (MFA) declaration sent to successful applicants**
 - MFA/Subsidy Control replaced State Aid
 - Threshold of £315,000 cumulated over this and the previous two financial years
 - An applicant that has received more than £315k unlikely to be eligible for this fund

Process – claims and monitoring

- Applicant's signed GFA and MFA returned to Council
- Supported by completed claim form for 50% of grant award
- Trafford Council facilitate first payment
- Regular keep-in-touch points with appointed account manager throughout project delivery
- On completion of project, second claim submitted for balance
- Account manager to verify claim (i.e. site visit)
- Second/final payment made

Q&A

www.Trafford.gov.uk/shopimprovementgrant

business@trafford.gov.uk