

Micro Grant Catalyst Fund Factsheet

What is the Micro Grant Catalyst Fund?

The Micro Grant Catalyst Fund is a source of financial help to Outset Cornwall clients. The aim of the Fund is to help clients who have financial difficulties or who may have barriers to starting a business due to financial reasons and have found it difficult to source funds elsewhere.

Awards from the Fund are discretionary and do not need to be repaid. Grants awarded will be to a maximum of **£2,000.00** per business.

The Outset Cornwall programme has set the criteria for awarding discretionary payments from the Fund, subject to guidance issued by the **Ministry of Housing Communities and Local Government**.

Once an application is approved, Outset Cornwall will make the purchases on the client's behalf. Once a grant is paid, no further applications to the Fund will be accepted.

Who is eligible?

To be eligible for the Micro Grant Catalyst Fund clients need to have:-

- Completed **24 hours** of the Outset programme (combination of sessions, one to ones or Outset Online)
- Have provided evidence of business registration
- Completed the application form, Micro Grant business pitch form and 1 year cash flow
- Attended the Micro Grant Panel if required by the project team

Responsibility for assessing eligibility in individual cases i.e. if a client is not able to attend workshops due to mobility reasons rests with the Outset Cornwall panel. **If a client has not yet completed 24 hours of the Outset programme, the Panel have the discretion to review the application and if successful defer purchase until the necessary hours have been completed.**

Details of the client's household income may be requested to determine how critical the award is.

Any other funding received by the client may be investigated to ensure that items have not been double funded.

The Micro Grant Catalyst Fund can:

- Pay for items, without which the business is unable to start or would be seriously jeopardised

The Micro Grant Catalyst Fund cannot be used to meet the cost/s of :

- Premium products (where there is alternative less expensive product available that are of the same standard)

Funded by



European Union
European Regional
Development Fund



the outset foundation
alleviating poverty through enterprise

Delivered by



- Tuition/training fees
- Rent
- Utilities bills
- Expenses the business has already incurred
- Vehicles
- Any Capital expenditure related to buildings
- Payments for activity of a political nature
- Provisions – i.e. money set aside to pay for future events e.g. sink funds
- Contingencies and contingent liabilities
- Dividends
- Interest or services charges arising on debt incurred including finance leases, hire purchase and credit agreements
- Payments for gifts or donations
- Entertainment apart from food and non alcoholic drink provided as part of a meeting
- Statutory fines and penalties
- Criminal fines and damages
- Legal expenses in respect of litigation

The above list is non exhaustive. As per the purpose of this fund, items such as general office consumables are not eligible for funding.

The grant cannot be used to purchase second hand items from sites such as Ebay.

Please do not apply for numerous small items of low cost, the grant is intended to be used for items that without which the business is unable to start or would be seriously jeopardised.

How to apply to the Catalyst Fund

An application should be made to the MG Manager using the Micro Grant Application form. Dates of application and assessment windows are available below.

Clients may only be awarded one grant from the fund.

If clients wish to appeal a declined application, please contact the Outset Cornwall on 0800 917 4324 and you will be provided with details of the appeals procedure.

Availability of Grants

Application window opens	Window closes	Assessment period (Week commencing)	Notification of result and purchase of items (Week commencing)	Complete Application Session Date	Mandatory Pitch Session Date
01/07/17	9am Mon 18/09/17	18/09/17	25/09/17		
18/09/17	10am Mon 16/10/17	16/10/17	23/10/17		
16/10/17	10am Mon 13/11/17	13/11/17	20/11/7		
13/11/17	10am Mon 11/12/17	11/12/17	18/12/17		
11/12/17	10am Mon 15/01/18	15/01/18	22/01/18		
15/01/18	10am Mon 12/02/18	12/02/18	19/02/18		
12/02/18	10am Mon 12/03/18	12/03/18	19/03/18		
12/03/18	10am Mon 16/04/18	16/04/18	23/04/18		
16/04/18	10am Mon 14/05/18	14/05/18	21/05/18		
14/05/18	10am Mon 11/06/18	11/06/18	18/06/18		
11/06/18	10am Mon 16/07/18	16/07/18	23/07/18		
16/07/18	10am Mon 13/08/18	13/08/18	20/08/18		

You will be required to come into the Outset office at Pool Innovation Centre and pitch your business, to enable the team to make a final decision. If you cannot make the date, your micro grant will be carried over to the following month's mandatory pitch session. If the pitch is not fulfilled within the following month, the application will be declined. You will be permitted to submit a more detailed application during a later application window, unless we are in the final window. No further applications will be accepted after 10am Monday 13th August 2018.

Please note, there are a limited number of grants available in each window, applications will be awarded to those with the highest score. If your application is not approved, you are able to resubmit in the next application window. If your micro grant application is received after 10am on the window closure date, it will be held onto until the following month's assessment period.

Micro grant application process

