



CREATIVWORKS LONDON

CREATIVE VOUCHER SCHEME APPLICATION

FUNDED BY THE ARTS AND HUMANITIES RESEARCH COUNCIL

Before you apply, please ensure you have read the Creativeworks Voucher Guideline document and Funding Application Guidelines. Please return completed submissions to Jodie@cwllondon.org.uk.

APPLICATION SECTION:

1. SME contact details

Name:	
Company:	
Position:	
Postal address:	
Email:	
Website:	
Contact number:	
Twitter handle:	

2. Briefly describe the work of your company (100 words max)

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3. What Creative Vouchers Scheme theme are you applying for?

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4. Have you previously worked with an academic institution? If yes please provide brief details.

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5. Project Title

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6. Project Description (200 words max)

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7. Academic partner

Name:			
University:		Department:	
Contact number:			
Email:			
Website:			
Postal address:			

8. Please outline the key Collaborative Research and Development activities to be undertaken (250 words max). This section should be completed with your partner academic.

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9. How does your project align with this specific Creative Vouchers Scheme theme? (100 words max)

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10. How will your project assist your business goals or needs? (100 words max)

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11. How might your project contribute to London's wider creative economy? (100 words max)

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12. Outline your project plan and time schedule; please include your project start date. (150 words max)

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13. Budget: Income and Expenditure plus brief written justification of costs.

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Many thanks for applying for Creativeworks Creative Vouchers if you require any further information please visit www.creativeworkslondon.org.uk. To contact us email info@cwllondon.org.uk or call 020 7420 9436.

ADDITIONAL COMPANY INFORMATION:

The information collected here allows us to determine if your company is eligible for assistance and is not submitted as part of your application.

Company information:

Company legal status:	
Business sector:	
Year established:	
Number of years trading:	
Company registration number:	
Council company pay rates to:	
Name(s) & titles(s) of Principal Director(s):	

Company finances:

Turnover:	
Salary/wage cost:	
Balance sheet (optional):	
Pre-tax profit:	
Depreciation:	

Employee numbers:

	Full time	Part time
Number of male employees		
Number of female employees		

Ownership:

Ownership: Please indicate a value of 0 to 100% of voting rights or capital:			
Held in one or more outside enterprises by the SME:		Held in the SME by one or more outside enterprises:	
If either of these figures are 25% or over please refer to the EC SME Definition section of the guidance notes and indicate if the SME is:			
An Autonomous Enterprise		An Partner Enterprise	
An Linked Enterprise			

Equal opportunities information:

Owner/manager described as (please tick as appropriate):			
White British		Pakistani	
White European		Bangladeshi	
White (other background)		Caribbean	
White and Black Caribbean		African	
White and Black African		Any other Black background	
White and Asian		Chinese	
Any other Mixed Background		Any other	
Indian			

Owner/manager age (please tick as appropriate):		Is the organisation (please tick as appropriate):	
16 - 24		Female led	
25 - 49		Disabled led	
50 - 64		Black minority ethnic-led	
66 +		None of the above	

Public funding declaration:

Eligibility for some assistance is dependent in part upon the beneficiary not exceeding a de-minimis threshold of €200,000 of public funding in any period of three fiscal years. Further details and a list of possible (although not all) forms of aid is included in the “Public Funding Declaration & Previous Engagement” section of the guidance notes. Please note that in some cases of exceeding the de-minimis threshold you may still receive funding under AHRC.

Have you received over €200,000 of public funding in the current fiscal year and previous two (please tick as appropriate):

Yes		No	
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If yes please give details:

Verification of information:

Have you applied to Creativeworks London before?	
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If yes, please give details:	
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- 1) I confirm that the information provided in this form is accurate and that I have read understood and received the additional “funding application guidelines” document.
- 2) I confirm that I am willing to participate in any necessary interviews for evaluation and case study purposes.

Signed		Print name	
Position		Date	

Data protection: I give my consent for this information to be made available to public bodies and independent auditors who may be required to review this data for funding compliance and output verification purposes. Information supplied on this form may be held on computer and passed to other departments and project partners, which may contact you with details of other services in which you may be interested.