



CREATIVESWORKS LONDON AND LONDON CREATIVE AND DIGITAL FUSION FUNDING APPLICATION GUIDELINES

Equality Information

Female-led, is defined as a company, business or social enterprise in which at least 51% of owners, partners or directors are female.

Disabled-led, is defined as a company, business or social enterprise in which at least 51% of owners, partners or directors are disabled people. 'Disability' is defined as a physical impairment or mental health condition which has lasted, or is expected to last, at least 12 months and which has an adverse effect on the individual's ability to carry out normal day-to-day activities.

Black minority ethnic (BME)-led, is defined as a company, business or social enterprise in which at least 51% of owners, partners or directors are from a BME background (defined as any category in list above other than White-British). See overleaf for further details on how to access free advice concerning Equal Opportunities.

Finance Information

Turnover and Balance Sheet

SME ceilings are defined as: Annual turnover of \leq €50M or an annual balance sheet total of \leq €43M

It is necessary to note that while it is compulsory to respect the staff headcount thresholds, an SME may choose to meet either the turnover or balance sheet ceiling. It does not need to satisfy both and may exceed one of them without losing its status. The definition offers this choice since, by their nature, enterprises in the trade and distribution sectors, have higher turnover figures than those in manufacturing. Providing an option between this criterion and the balance sheet total, which reflects the overall wealth of an enterprise, ensures that SMEs engaged in different types of economic activity are treated fairly.

GVA (Gross Value Added)

$GVA = (-\text{Total Employment Costs}) + (\text{Pre-Tax Profit}) + (-\text{Depreciation})$

Note: Take these from the last audited account year.

EC SME Definition

If either of the 'voting rights & capital holdings' answers are 25% or greater then there it is possible that the SME is not an independent, autonomous enterprise, but rather a Partner or Linked Enterprise and this will require you to check each Partner & Linked body is eligible for ERDF support (using an ICF form such as this one) and then adding a proportion of the Partner or Linked Bodies' employee totals and turnover & balance

sheet figures. Please contact Lancaster University PSU & use Annex A of this document to calculate these proportions and then add the new figures to the totals in the “Finance & Employee Numbers” section above.

Public Funding Declaration & Previous Engagement

In order to avoid public funding distorting competition within the European Common Market the European Commission regulates the levels of assistance which the public sector can provide to businesses (“the State Aid rules”). You should note carefully the requirements needed to comply with the European State Aid rules and if need be, refer to the relevant legislation.

It is proposed that the assistance provided will comply with the State Aid rules by applying the De Minimis exemption (in accordance with EC Regulation 1998/2006 as published in the Official Journal of the European Union on 28 December 2006). Under the De Minimis exemption an undertaking can receive up to €200,000 of De Minimis aid in the current financial year and the two previous financial years, subject to how much assistance it has received during that period under the De Minimis exemption.

Any De Minimis aid granted over the €200,000 limit may be subject to repayment with interest. If you have received any De Minimis aid in the last three fiscal years you should inform us immediately with details of the dates and amounts received. Furthermore, information on aid provided by Creativeworks London must be supplied to any other public authority or agency asking for information on De Minimis aid for the next three fiscal years.

The following is not a comprehensive list of the possible forms of aid. However it should give an indication of the most common forms of aid, which you may have been given over the past three years. Potentially any assistance from a public body might be an aid. Should you have any doubts on this matter, please contact the body from which the assistance was received:

- Grants from public bodies
- Loans from public bodies at favourable rates
- Loan guarantees from public bodies
- Differential tax benefits
- Grants from an investment trust (including charities) which may themselves have received the funds from a public body
- Grants from part publicly funded venture capital fund
- Publicly administered funds, even if the funds were originally not public such as the national lottery
- Waiving or deferral of fees or interest normally due to a public body such as the waiving of rent or waiver of interest normally due on late payment or guarantees of market share
- Monopoly licence or guarantees of market share
- Advertising via a public channel such as a tourist board or state owned television
- Consultancy advice provided either free or at a reduced rate
- Training provided either free or at a reduced rate (excluding Modern apprenticeships)
- Aid for investment in environmental projects
- Provision of a free or reduced rate feasibility study for research and development or other assistance with research and development
- Purchase of public land or property at a less than market share
- Benefiting from the provision of infrastructure where your organisation was pre-identified as a beneficiary