

Crawley Borough Council  
Greentech Business Growth Fund (GBGF)

FREQUENTLY ASKED QUESTIONS

Greentech Business Grants are only available to small and medium sized enterprises (SMEs).



Business advisors will be able to support you in the drafting of your application, answering questions and providing advice. They will be able to make suggestions on your application and advise on completeness, but they will not be able to write the application for you.

The monitoring process will involve simple quarterly reports on progress of both project and spend, supported by evidence of expenditure and procurement (if required) as described in the Guidance Notes, as well as FTE jobs created and/or safeguarded as a result of approved projects. Business advisors will receive your monitoring reports and review the evidence and provide reports back to Crawley Borough Council.

There will also be ongoing monitoring beyond the end of the grant, with quarterly impact monitoring through to March 2026.

Yes. The reasons for clawback will be clearly set out in the Grant Agreement with the Council, however reasons for clawback would include not delivering the project or spending the grant as agreed, failure to adequately evidence that the grant has been spent correctly, failure to follow the procurement requirements for the grant, breach of UK Subsidy Control requirements, failure to remain in Crawley for five years following the grant award, etc.

Maximum project lengths are as follows:

Business Start-up Grant 1 year

Business Development Grant 2 years

Business Investment Grant up to 3 years (must be complete by March 2026)

No minimum project length has been set; however the length of a project should be proportionate to what the project is seeking to achieve.

The rounds are broadly the same. Round 2 will operate as a rolling call which will remain open for applications until January 2024 or until all the funding is allocated. There will be three cut off dates for assessment windows at the end of September and November 2023 and January 2024. Thereafter the scheme will remain open to applications on a rolling basis until funding is fully committed.

Yes. You should carefully review and consider the feedback you have received to ensure that any

The application form includes maximum character limits for each section. How much of them you choose to use is down to you, and we would anticipate that requests for higher grant values will involve more complexity and hence require a higher level of detail and content. However, earlier stage applications may reflect business ideas and innovations that are more speculative and therefore more detail and content may be needed to validate the proposed project. The key is the content and the extent to which it



**Business Start-up Grants** Business Start-up Grants are only for businesses which are less than 12 months old. However, if your business is less than 12 months old but you want a grant of more than £10,000, then you can apply for a Business Development or Business Investment Grant.

**Business Development Grants** yes, if your project costs just over the £50,000 threshold you can top up with your own funding.

**Business Investment Grants** yes, this will just be counted as additional match.

No, where these costs are not standard ongoing operating costs and are incurred in respect of the innovation that is the subject of the grant application then they would be eligible.

Yes, provided that the cost can be capitalised and that the value claimed is only that element which relates to the funded project, e.g. a six-month project could only claim half of a 12-month subscription.

Yes, subcontracted costs relating to the creation of a prototype would be eligible. Internal staff costs relating to the creation of a prototype would not be eligible.

Evidence will be required before the grant can be awarded to demonstrate that you are already planning a move to Crawley. Adequate evidence to demonstrate this could include a Heads of Terms signed with a landlord; a signed tenancy agreement or agreement in principle relating to premises within the Crawley area, etc. Failure by an applicant to meet this requirement and move to Crawley will lead to termination of the grant and clawback.

Yes. Applicants planning to move to Crawley but who have yet to agree Heads of Terms or similar may still apply, but final decisions on their application will be deferred until a signed Heads of Terms, or similar, is in place.

In most cases you will not be able to use the grant to purchase an electric (or other) vehicle. Purchase of a vehicle can only be considered where it is an intrinsic part of the grant project, i.e. purchase of an electric vehicle as part of your delivery fleet would not be eligible.

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No, these would not be considered Greentech innovations and would not be eligible. There are other schemes available to support these types of activity, such as [The Green Growth Platform](#) or Crawley's Small Business Grants Scheme.