**Guidance notes about the scheme**

**Background to the YBF Small Business Support fund**

Yorkshire Builders Federation (YBF) has donated a sum of money to EN:Able Communities. As a result, EN:Able Communities has chosen to have a fund to support the construction sector with a focus on micro and small companies recognising the current economic times. EN:Able Communities recognises that in 2020 to maintain their operations, considerable additional costs pressures have occurred in particular by micro and small companies. Examples are the increased costs and availability for staff training and ensuring that sites / workplaces are covid secure environments.

EN:Able Communities has decided to have a pilot project in 2020/21 to grant a small amount of up to £200. The total gifted sum is £4,000. There are expected to be at least 20 recipient organisations. Based upon an evaluation of this scheme a large fund will be offered in early 2021/22.

The Application Form and Guidance notes are available on:<https://www.efficiencynorth.org/communities/ybf-small-business-fund>

**Scope of grants:**

1. Grants are eligible only to Construction companies
2. The grants are aimed at SME companies.
3. Successful companies must either
   1. have an office address (head office or regional office)
   2. have worked in Yorkshire on a project during 2020

Yorkshire is defined as the original 3 Ridings of Yorkshire (including Middlesbrough)

For this purpose, North and North East Lincolnshire is excluded

1. The scheme’s purpose is to provide small grants to support construction companies with a value of up to **£200**. Examples of proposed expenditure could be:

* Training for existing staff. This could be a course for 1 FTE, or a contribution for a course for several staff members. This does not have to be Covid related per se
* Mental health support for the company’s workforce. This may be enabling key staff to be trained as Mental Health first aiders or rolling out a programme to support the mental health of staff.
* Contribution towards on-going workforce development in the company. This could be to support a specific programme of upskilling or training to enable new entrants into the sector.
* New IT equipment and software to support the company business and workforce strategy
* Supporting new entrants into the sector (this could be at trade, technical or professional levels)
* Materials and equipment to meet current COVID-19 safe working requirements

(Note: These ideas are illustrative and not exhaustive; companies are encouraged to propose their own innovative ideas.)

Applications will be judged on a case-by-case basis and EN:Able Communities may consider awarding larger amounts depending on the strength of the application.

The grant is expected to be have been spent and utilised within 3 months of payment. If the proposed project for funding is anticipated that cannot start or be completed within 3 months, agreement must be sought in writing from EN:Able Communities.

**To apply**

Complete the form with as much detail as possible.

Where relevant, please include evidence of all proposed costs i.e. quotes from training provider (s), costed lists of resources (in a simple excel format will suffice) etc.

Please send the application form to [svteam@efficincieynorth.org](mailto:svteam@efficincieynorth.org)

In evaluating applications, the Assessment plan will award the funding on how best they believe the funding can go to support the construction industry. The decision of EN:Able Communities is final in determining to whom grants are awarded to. There is no appeals process.

**Timetable**

Monday 11 January 20201 - Applications open

Friday 29 January 2021 (1700 hrs)– application close

12 February 2021– Evaluation complete

w/c 15 February 2021, successful companies notified, and grant paid

31 May 2021 – Grant sum to have been spent/ utilised.

**Further questions regarding this grant**

If you have any further questions relating to this grant, please contact Simeon Perry: Head of Operations, EN:Able Communities tel: 07884589122 Email: [svteam@efficincieynorth.org](mailto:svteam@efficincieynorth.org)