**Innovation@Leeds 2024/25 Revenue Grants**

**Introduction**

Leeds City Council, through Innovation@Leeds, is excited to announce the launch of its 2024/25 revenue grants programme. This is the fourth in a series of grant schemes designed to support the Council’s [vision](https://www.inclusivegrowthleeds.com/our-vision) for innovation, aligned with its [Inclusive Growth Strategy](https://www.inclusivegrowthleeds.com/), which aims to foster economic growth that benefits all.

Leeds-registered small and microbusinesses can apply for grants ranging from £15,000 to £25,000, sourced from a £175,000 funding pool. The grants are intended to fund knowledge-sharing projects that will – through the provision of advice, guidance, mentoring or training – encourage world-class innovative thinking and activity by the city’s businesses.

Funded by the UK Shared Prosperity Fund (UKSPF), the programme is administered by the West Yorkshire Combined Authority, in partnership with Leeds City Council. UKSPF guidelines will govern the programme's monitoring and evidence requirements.

**Who Can Apply?**

This call for proposals seeks to promote inclusive innovation, with measurable outcomes aimed at a healthier, greener future for Leeds. We are looking for suppliers who can identify gaps and provide tailored support that aligns with the city’s innovation vision and strengthens its ecosystem.

Eligible applicants must be Leeds-registered micro or small businesses, as defined by [Companies House Accounts Guidance](https://www.gov.uk/government/publications/life-of-a-company-annual-requirements/life-of-a-company-part-1-accounts#introduction) under sections 8 and 9.

We encourage applications from individuals of all backgrounds and are committed to ensuring that the process is accessible to everyone.

**Eligibility**

Your project must:

* Support innovative businesses in Leeds.
* Be completed by 28 March 2025.
* Align with the Leeds innovation vision.
* Comply with UKSPF evidence requirements.
* Request grant funding between £15,000 and £25,000.

Proposals that do not align with the Leeds innovation vision, or that have been previously delivered, will not be considered.

**VAT Eligibility**

If your business is VAT-registered and can recover VAT for grant-funded projects, VAT should **not** be included in your costs.

**Scope**

This competition aims to promote inclusive innovation that creates tangible benefits for a greener, healthier future for Leeds. Projects should help businesses develop or enhance innovative ideas to improve their performance. Support must include direct engagement with businesses through advice, mentoring, guidance, and/or training. A final report on the impact of the support must be provided.

Applications must align with the Leeds innovation vision and demonstrate contributions to one or more of the following areas:

* Strengthening the capabilities of innovative Leeds businesses in areas such as **Greentech**, **HealthTech**, **LegalTech**, **FinTech**, and **AI**.
* Expanding innovation support to diverse founders, including those from minoritised groups, individuals with disabilities, and other underrepresented groups.
* Elevating Leeds’s profile as a hub for innovation to attract investment and funding.

UKSPF evidence requirements:

Projects must:

* Include a registration process to collect data about the business owners supported (e.g., gender, age, ethnicity, disability, postcode).
* Track each beneficiary’s journey, providing evidence of the support offered from start to completion.
* Include qualitative feedback from beneficiaries on the support received and its impact on their business.

**Minimum Financial Assistance (Subsidy Control)**

Successful applicants must issue Minimal Financial Assistance (MFA) letters to beneficiaries. Pre-start businesses are exempt from this requirement. Leeds City Council will provide MFA templates to successful suppliers.

**Key Dates**

* Competition opens: 28 October 2024
* Competition closes: 21 November 2024, 1 pm (UK time)
* Applicant notifications: 5 December 2024

**How to Apply**

Before applying, please review the **Innovation@Leeds Grants 2024/25 Guidance and Helpful Information.** The Lead Applicant will be responsible for ensuring that:

* All information provided is accurate.
* All project partners are listed.
* The project meets the eligibility and scope criteria.
* All sections of the application are complete.

**What We Need From You**

The application consists of three sections:

1. Project Details
2. Project Costs
3. Applicant Details

Submit your completed application to: [**inclusive.growth.gtrategy@leeds.gov.uk**](mailto:inclusive.growth.gtrategy@leeds.gov.uk)

**Additional Support**

If you encounter any issues submitting your application, contact us at [**inclusive.growth.strategy@leeds.gov.uk**](mailto:inclusive.growth.strategy@leeds.gov.uk)before the competition deadline. If you do not reach out before the deadline, we may not be able to assist.

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| Application | |
| **SECTION 1 – PROJECT DETAILS** | |
| **1.1 What problem will your proposal aim to solve, and why is your approach innovative?**  Total score: 25 (Up to 600 words)  Include:  The specific area your proposal will address and how it improves upon existing solutions.  The main beneficiaries and the scale of the opportunity.  How the proposal aligns with the competition's scope.  Timeline, key milestones, and deliverables. |  |
| **1.2 What impact will the grant have on the businesses you support?**  Total score: 15 (Up to 600 words)  Include:  The grant's impact on the business.  Any existing lack of investment or market failure related to your area of focus.  How the grant's impact will extend beyond the project. |  |
| **1.3 How will your proposal add value to the Leeds innovation ecosystem?**  Total score: 20 (Up to 600 words)  Include:  Why your proposal represents good use of public funds.  Project deliverables, aligned with the competition's scope.  Your route to market and any potential barriers, along with strategies to overcome them. |  |
| **1.4 Why is your business capable of delivering this proposal?**  Total score: 20 (Up to 600 words)  Include:  Resources available, key personnel, track record, and external resources.  Your ability to deliver within the required timeframe.  Specific activities the grant funding will cover.  How you will manage the project and mitigate risks. |  |
| **1.5 How is inclusion embedded in your proposal?**  Total score: 20 (Up to 600 words)  Refer to the Innovation@Leeds Guidance for definitions of equity, diversity, inclusion, and ethnicity. |  |
| **SECTION 2 – PROJECT COSTS** | |
| **2.1** **Total grant requested**  (Minimum £15,000  Maximum £25,000) |  |
| **2.2 Total cost of your proposal**  Provide a detailed breakdown of all costs associated with your proposal.  If the total exceeds £25,000, please specify other funding sources. Match funding is not required but it is strongly encouraged. |  |
| **SECTION 3: APPLICANT DETAILS** | |
| **3.1** **Lead applicant name**  (The lead organisation that will receive funds) |  |
| **3.2** **Lead applicant email** |  |
| **3.3 Lead applicant phone number** |  |
| **3.4 Lead applicant registered business address** |  |
| **3.5 Lead applicant company registration number** |  |
| **3.6 Lead applicant web address** |  |

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| **3.7 Number of employees (Full Time Equivalent) in your organisation** | | | | |
| Micro 0-9 employees | | | | ☐ |
| Small 10-49 employees | | | | ☐ |
| **3.8** **Additional Information** | | | | |
| Date Business Established | |  | | |
| VAT Number | |  | | |
| **3.9** **Partners** (*Please list any partners and their role in the project)* | |  | | |
| **Previous Business Support Grants**  List any business support grants received from the Government or Leeds City Council in the past three years, including the name, amount, and date received. | | | | |
| Name of support grant | Amount | | Date received | |
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