



## SCHEME OVERVIEW

The Large Grants Fund is aimed at supporting SME businesses based in the borough of Telford & Wrekin. This fund promotes business growth by offering grant support for eligible capital investment projects that enable businesses to:

- Expand into new markets
- Adopt new-to-firm technologies or processes
- Improve productivity
- Launch new products or services
- Create or safeguard jobs

Grants range from **£3,000 to £10,000** and can cover up to **70% of total eligible project costs**, with a maximum award of £10,000.

The fund is open to both B2B and B2C businesses. However, priority will be given to businesses operating in the following sectors:

- Manufacturing
- Engineering
- Digital
- Professional or office-based services
- Logistics and distribution
- Wholesale
- Construction
- Environmental industries

## HOW TO APPLY

Due to limited funding and anticipated high demand, all applications will follow a **three-stage evaluation process** to assess project viability against the fund's criteria. Please note that not all submitted projects will be supported. Submitting a full application early does **not** guarantee funding.

The application process includes:

1. **Stage 1** – Submit the Large Grants Fund **Expression of Interest** form.
2. **Stage 2** – Have a project scoping discussion with a member of the Invest Telford team to ensure alignment with the fund criteria.
3. **Stage 3** – If your project is deemed eligible, you'll be invited to submit a **full application**.

For comprehensive guidance, please refer to the **Large Grants Fund Guidance Notes**.



## Timing Overview – Large Grants Fund

The Large Grants Fund will operate on a single funding round. Key dates and actions are outlined below:

<i>Stage &amp; Action</i>	<i>Start Date</i>	<i>Deadline / Completion Date</i>
<i>Expression of Interest window opens</i>	July 2025	5 September 2025
<i>Project discussions with the Invest Telford team</i>	July 2025	5 September 2025
<i>Full application submission deadline</i>	–	10 September 2025
<i>Application appraisal period</i>	11 September 2025	26 September 2025
<i>Notification of outcomes (successful &amp; unsuccessful)</i>	–	29–30 September 2025
<i>Earliest eligible project start date</i>	–	29–30 September 2025 (or once the signed grant offer letter is returned)
<i>Project financial completion deadline (project expenditure paid, documentation submitted, and grant claimed)</i>	–	17 December 2025
<i>Job creation period for applicants committing to new roles</i>	29–30 September 2025	27 February 2026

## FUNDING PRIORITIES

Priority will be given to applicants who can **financially complete their project**—including full payment, submission of grant claim documents, and drawdown of funds—within the grant's specified timescales.

For **larger or more complex projects**, please discuss proposed timelines with the **Invest Telford team**.

Additional funding rounds may be considered depending on the availability of funds, but **future rounds are not guaranteed**.

## ELIGIBLE PROJECTS

The Large Grants Fund offers support of **£3,000 to £10,000** for capital investment projects that drive growth and innovation.

Example eligible investments include:

- Equipment that supports diversification or entry into new markets
- Adoption of new systems or processes



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- Tools and machinery to enhance productivity
- Automation technology for the workplace
- Software and IT systems that improve efficiency

This is **not an exhaustive list**—businesses are encouraged to propose projects that promote growth and align with the fund's objectives.

### PROJECT OBJECTIVES

To be eligible, projects must meet **one or more** of the following objectives:

- **Create** new full-time or part-time employment within the fund timeframe
- **Adopt new-to-firm technologies or processes**
  - These may be tangible or intangible
  - Considered “new” if the business has not previously used a solution with similar functionality
- **Improve productivity**
- **Enter new markets**, whether by launching new products/services or expanding to new geographic regions
- **Deliver new-to-market products/services** that have not been offered before

Projects that address **multiple objectives** will be more competitive during assessment.

### IMPORTANT CONSIDERATIONS

- Due to limited funding, **not all eligible applications will be approved**, even if they meet all criteria.
- In the event of high demand, **grant awards may be reduced** from the original requested amount to support more businesses.
- Applicants **relying entirely** on receiving their full grant request should bear this in mind.

### INELIGIBLE EXPENDITURE

The fund **will not support**:

- Purchase, replacement, or upgrade of laptops, tablets, or mobile phones
- Stock or consumables
- Operating/running costs or staff wages
- Mortgage, lease, or other finance payments
- Company vehicles (cars, vans, etc.)

For full details on exclusions, please refer to the **FAQ**.

### PROCUREMENT & VAT



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- All applicants must follow **strict procurement guidelines**—outlined in the Large Grant Fund Guidance Notes.
- For **VAT-registered** businesses, VAT costs are **not covered**.
- For **non-VAT-registered** businesses, VAT may be included in eligible costs.

## REQUIRED DOCUMENTS – LARGE GRANTS PROGRAMME

### (For Grant Applications of £10,000 or Less)

To support your application, you must submit the following documents:

- **Three most recent consecutive months of bank statements**
- **Evidence of match funding** (to show how the remaining project costs will be covered)
- **Supplier quotes** that meet procurement guidance requirements
- **Evidence of existing staff numbers** (e.g. payroll records or official HR documentation)
- **Pre-project data** (to establish a performance baseline)
- **Post-project data**, when applicable, to demonstrate impact

*Additional documentation may be requested on a case-by-case basis.*

### IMPORTANT NOTES:

- It is the **applicant's responsibility** to ensure all documents are submitted, accurate, and legible.
- Incomplete or incorrect submissions may affect your eligibility or prevent your application from being assessed.
- For full details on documentation requirements, deadlines, and application steps, please consult the official **Large Grants Fund Guidance Notes**