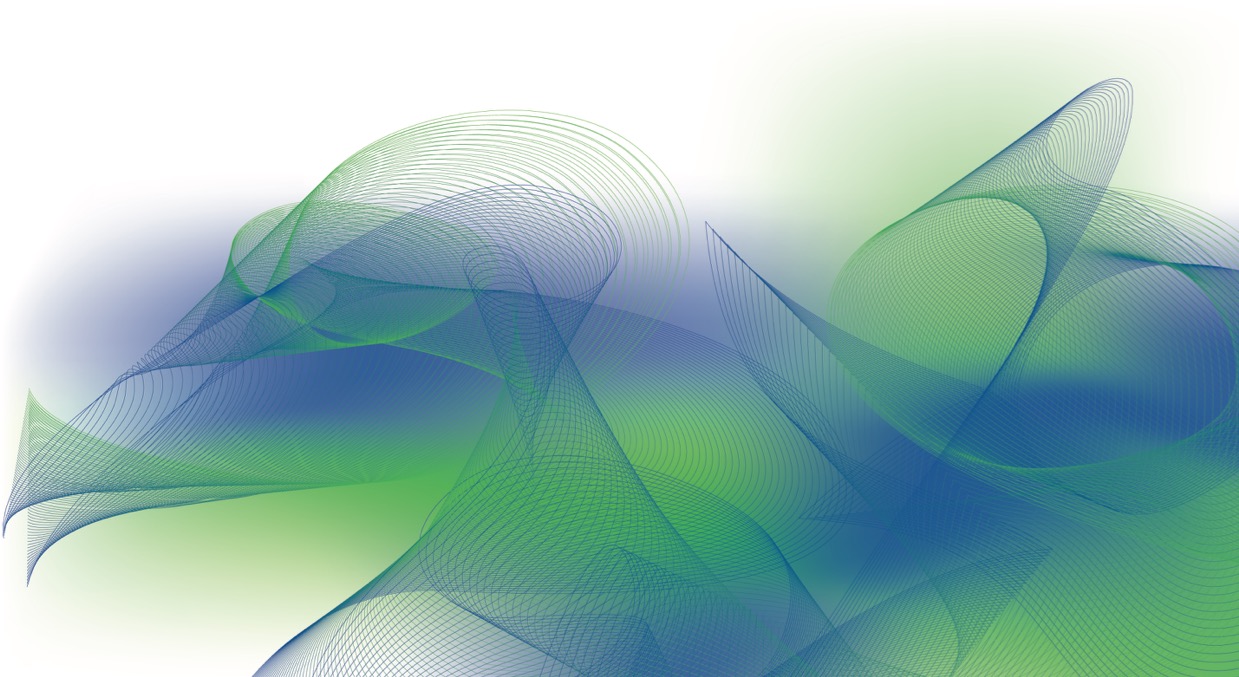


**Clean Heat Expert Support**

Application Form



**Clean Heat Expert Support Application Form**

Scottish Enterprise, Highlands and Islands Enterprise, and South of Scotland Enterprise are offering Clean Heat Expert Support to companies that wish to grow or move into the emerging clean heat sector. The support allows industry experts to provide one-to-one support to help companies of different sizes and types, from various sectors, that are looking to grow into a new clean heat market and / or diversify into a clean heat market.

The support will help Scottish companies to:

* Understand whether their company capabilities are or could be made transferrable to the clean heat sector, or another part of the clean heat market.
* Understand the scale and nature of the opportunity from the growth in the Clean Heat market and its relevance for the company.
* Gain a realistic overview of the potential benefits of diversifying into Clean Heat (or expanding into another part of the sector), in terms of maintaining or increasing turnover, workforce, exposure and/or facilities.

The Clean Heat Expert Support offers up to 3 days of consultancy **(100% funded**). This support will be provided by EPConsult Energies Limited – who specialise in consultancy for oil, gas and renewables. The consultant will develop a high-level understanding of the company’s current areas of operation, capabilities, and ambitions via discussions.  The consultant will offer a workshop and generate a short, tailored report specific to the needs of the company describing the general Clean Heat opportunity, reference to projects which may be of relevance to the company, providing industry contacts and providing an action list on specific areas which the company could focus on.

**What is Clean Heat?**

Clean Heat refers to building energy efficiency and low and zero emissions heating systems - systems that have zero direct greenhouse gas emissions, such as individual electric heat pumps and connection to heat networks, or electric systems such as storage heaters.

**Eligibility Criteria**

This support is open to all companies with a base in Scotland. Additionally, to be eligible you must be a company that has an interest in creating new products or services or adapting existing products and services for the Clean Heat market. Companies with an interest in expanding services into another part of the clean heat market will be considered. Companies should have a demonstrable ambition to increase your employee numbers in Scotland.

Scottish Enterprise will assess how any financial incentive offered to your business by way of grant will generate economic benefits in terms of job creation/safeguarding, turnover, national/global competitiveness, impact on local supply chain and support Scotland’s Fair Work First principles and its transition to a Net Zero economy. We will select applications with the most economic benefit.

We are committed to encouraging applicants from all backgrounds and sectors. We will treat all applications equally. Please read and complete all sections of this application form and submit to [enquiries@scotent.co.uk](mailto:enquiries@scotent.co.uk).

**Part 1: Information on your company**

|  |  |
| --- | --- |
| **Question** | **Answer** |
| Email |  |
| Business name |  |
| Registered address |  |
| Company number |  |
| Number of FTE employees |  |
| Turnover |  |
| Contact Name |  |
| Contact role |  |
| Contact e-mail address |  |
| Contact telephone number |  |

**Part 2: What is your company’s background and main activities**

|  |  |
| --- | --- |
| Q1.Brief description of your business, current and planned products / services (500 words max)   * Describe your business. * Please also discuss your current products / services and any new or planned ones that you aim to introduce over the next 2-3 years * Are you currently working within ‘clean heat, if so, how? |  |
| Q2.List the types of customers / sectors you currently work with. Are you doing business outside of Scotland? |  |

**Part 3: Understanding your requirements**

|  |  |
| --- | --- |
| Q3.Please provide a short background on the work you are looking for us to support and describe the project or activity you need help with |  |
| Q4.What is the outcome you are seeking to get out of the Clean Heat Expert Support? Please identify any specific requirements. |  |
| Q5.How will you benefit from participating in this project?  Is this project likely to increase your jobs or turnover?  Will it involve other companies in the Scottish supply chain? |  |
| Q6.Is there any further information you’d like to provide to us to support your application? |  |

**Part 4: Fair Work First, Net Zero Criteria and Sanctions**

As part of our appraisal, we will consider your approach to Fair Work practices as assessed against the Scottish Government’s seven Fair Work First Criteria, and Net Zero Criteria. Fill in the table below to self-declare:Your ability to demonstrate, work towards, or if you are unable to commit to the Fair Work First and Net Zero criteria. Please note that if you are unable to commit to the criteria, Scottish Enterprise may not be able to offer you an award at this time.

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Demonstrate** | **Working Towards** | **Unable to Commit** |
| **Payment of Real Living Wage** to all employees aged 16 and over including apprentices and those contracted to act and carry out works on your behalf. |  |  |  |
| **No inappropriate use of Zero Hour Contracts:**   * Mutually agreed with employee * Minimum hours guaranteed. * Reasonable notice of shifts given * T&Cs for zero-hour contracts are the same as for full time employees. |  |  |  |
| **Appropriate channels for effective voice.**  Do you offer appropriate and proportionate communication channels to support employee feedback and engagement? |  |  |  |
| **Investment in workforce development** |  |  |  |
| **Action to tackle the gender pay gap and create a more diverse and inclusive workplace** |  |  |  |
| **Flexible and Family Friendly Practices** offered from day one of employment that meets the needs of the individual, the team and the employer? |  |  |  |
| **No Fire and Rehire policies** |  |  |  |
| **Does your business have a credible plan in place to reduce operational greenhouse gas emissions to Net Zero by 2045 at the latest?** |  |  |  |

*Please note, as a condition of funding, companies will be expected to either demonstrate or agree to work towards the Real Living Wage for ALL employees. You can find out what the current real Living Wage rate is* [*here*](https://www.livingwage.org.uk/)*. Any companies using Zero Hour contracts will need to declare that this is appropriate, as outlined within* [***Scottish Government Guidance***](https://www.fairworkconvention.scot/)*. All companies will need to demonstrate they have a plan in place (or working towards putting one in place) to reduce operational greenhouse* gas emissions to [**Net Zero**](https://www.gov.scot/publications/securing-green-recovery-path-net-zero-update-climate-change-plan-20182032/) by 2045 at the latest.

**Sanctions**

In order to comply with UK government [**sanctions legislation**](https://eur03.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.legislation.gov.uk%2Fukpga%2F2018%2F13%2Fcontents%2Fenacted&data=05%7C01%7CMichael.Cannon%40scotent.co.uk%7C2eb97bcddaf74d9008b508da75f5faf2%7C50374495fdde4d04bc5c574982680e19%7C0%7C0%7C637951996593894271%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=tm6kL4cQvcbMfwhu3%2F%2BS7TYE9rYPVacXCRA7a6r4Oms%3D&reserved=0) and Scottish Government [**guidance in relation to trading with Russia and Belarus**](https://eur03.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.gov.scot%2Fnews%2Fstop-trading-with-russia%2F&data=05%7C01%7CMichael.Cannon%40scotent.co.uk%7C2eb97bcddaf74d9008b508da75f5faf2%7C50374495fdde4d04bc5c574982680e19%7C0%7C0%7C637951996593894271%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=DRo7s6D5bIJWx25ceGuMnghNaQge2c7wU5NJyH7DePk%3D&reserved=0) , as part of our appraisal of this application Scottish Enterprise will carry out sanctions checks on your company, shareholders and in some cases directors and may ask you about the nature of your trading and/or investment links with Russia and Belarus. Depending on the outcome of these checks Scottish Enterprise may decide not to support you or your company

**Part 5: Subsidy – Minimal Financial assistance**

To comply with UK Subsidy Control requirements, this support is being given under the Minimal Financial Assistance allowance. The maximum any business can receive under this allowance is £315,000, over a rolling three-year period. You are required as part of this application to declare any amounts of funding of the types described below which have been received by you from any UK public sources from 1 April 2021.

1. Please provide details in the table below of all of the following types of subsidy:

* subsidies given as small amounts of financial assistance (SAFA) under the UK-EU Trade and Cooperation Agreement after 31 December 2020;
* Minimal Financial Assistance (MFA) given under the Subsidy Control Act 2022 on or after 4 January 2023; and
* Services of Public Economic Interest (SPEI) assistance given under the Subsidy Control Act 2022 on or after 4 January 2023.

1. You should include details of support received by you or any other entity forming part of your enterprise. Your enterprise includes all entities under common ownership or control.
2. If you have received public sector support in the past, you should have been notified in writing of any de minimis, SAFA, MFA or SPEI assistance element when the funding was awarded.

Further information on Minimal Financial Assistance is available here: [Minimal Financial Assistance guidance for companies - Scottish Enterprise (scottish-enterprise.com)](https://www.scottish-enterprise.com/support-for-businesses/funding-and-grants/business-grants/minimal-financial-assistance-guidance#:~:text=What%20is%20the%20Minimal%20Financial%20Assistance%20limit%3F%20A,of%20bodies%2Fbodies%20corporate%20under%20common%20ownership%20or%20control.).

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Date (MM/YY) | Public Authority Source | Project Title | Type of Subsidy | Grant, Loan or other subsidy instrument | Amount (£) |
|  |  |  |  |  | Nothing to declare |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**Part 6. Data Protection**

Please note that information (including any personal data) provided by you within and/or as part of this application may be shared with selected partners, including, the Scottish Government - which includes departments of the Scottish Government and other associated bodies such as local delivery organisations, consultants, and agents (collectively referred to as ‘the Agencies’) - and used by them to assess its suitability for support. Personal data shared with the Agencies will be processed by them in accordance with their privacy notices, further information on which can be obtained from them directly.

* if the application is successful: -

the Agencies will use the information provided in this application form for administration and management purposes, including carrying out appropriate checks, audits, and marketing (including contacting you with surveys about your experience). Some information may also be passed to auditors, for administrative purposes; and

* if the application is unsuccessful: -

your name and address may be passed to other departments within Scottish Enterprise and the Agencies, to enable consideration of any suitable alternatives to Clean Heat Expert Support or whether support can be provided in any other way.

Please note that further information on how any personal information provided may be collected, used, shared and looked after is set out in our [privacy notice](https://eur03.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.scottish-enterprise.com%2Fhelp%2Fprivacy-notice&data=05%7C01%7CMarianne.Charrier%40scotent.co.uk%7C6948994c1f84465369bf08dad11d8519%7C50374495fdde4d04bc5c574982680e19%7C0%7C0%7C638052221952940144%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=alPB5R79GiFM5xFj5PDgYLmJGbc4ynp7IY7eotLtZC4%3D&reserved=0).

**Part 7. Declaration**

[By signing this application,] you acknowledge that the information provided in this application may comprise company information and personal data (as defined in the UK GDPR and the Data Protection Act 2018 (“Data Protection Laws”)). Any personal data provided in the application will be processed by Scottish Enterprise in accordance with Data Protection Laws and held in accordance with the privacy notice which can be found at <https://www.scottish-enterprise.com/help/privacy-notice>. Individuals can find information on their rights in respect of the personal data we hold by reading this privacy notice.

[By signing this application,] you confirm that your company is the controller of personal data contained in this application and that this personal data can be processed by Scottish Enterprise for the purposes outlined above.

[By signing this application,] you confirm that your company does not currently or intend to: trade; act on behalf of; provide services to; have investment links with; or otherwise have any presence in Russia and/or Belarus.

* Signature
* Date:
* Name (BLOCK CAPITALS):
* Position in your organisation:

**Please note this must be someone authorised to sign on behalf of the company and registered on Companies House.**