**Clean Heat Strategic Workforce Development Expression of Interest**

Scottish Enterprise is offering workplace innovation support to companies either already active or interested in diversifying into the clean heat market.

Expressions of interest will be assessed by Scottish Enterprise; successful applicants will be invited to submit a full Application**. Before proceeding, please ensure you have fully read the eligibility criteria on the website.**

This form asks you for the information we need to assess your Expression of Interest (EOI). There may be some areas of overlap in the EOI form, and the Grant Application Form should you be invited to apply. This is to allow you to expand on the information we ask for in this form.

If you are invited to apply for funding, we will require that you provide information relating to subsidy regimes such as levels of minimal financial assistance. You will receive further advice, on reaching application stage.

In order to comply with UK government sanctions legislation and Scottish Government guidance in

relation to trading with Russia and Belarus, 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 your company.

We will treat all Expression of Interests equally. Any personal data collected here will be used and stored in accordance with SE’s privacy notice.

Once you have filled in this EOI form, any supporting documents you have already prepared and the declaration, it can be sent to: - enquiries@scotent.co.uk

**1. Company details:**

|  |  |
| --- | --- |
| Company Name |  |
| Registration No. |  |
| Registered Address |  |
| Project Address (if different from above) |  |
| Website address: |  |
| Number of Employees in Scotland |  |
| Principal activities and main products/services |  |

**2.Contact Information:**

|  |  |  |
| --- | --- | --- |
| **Contact Details** | **Applicant** | **SE or Business Gateway Advisor (if applicable)** |
| Contact Name |  |  |
| Position |  |  |
| Email |  |  |
| Tel |  |  |

**3. Details of the project for which you would like to receive support (max. 250 words):**

Please describe the main aims and objectives of the project. Please include information on how many of your employees will be positively impacted by this project.

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**4. Expected benefits to business (max 200 words):** Please describe how you intend to grow your business after the project. What is the maximum growth potential for your business within the next 3 years both in terms of headcount and revenue.

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**5. Current status of project (max 200 words):** in terms of planning and commitment – please note any funds already spent cannot be supported

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**6. Fair work practices:**

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| Fair Work First is the Scottish Government's **flagship policy for driving high quality and fair work across the labour market in Scotland** and applies fair work criteria and conditionality to grants, other funding and contracts being awarded by and across the public sector, and where it is relevant to do so.  **Questions regarding the fair work first criteria are included as part of the application process. Can you please answer the questions below which are based around the fair work criteria.** |
| |  |  |  | | --- | --- | --- | |  | Yes | No | | Do you pay real living wage to all employees aged 16 and over including apprentices and those contracted to act or carry out works on your behalf? |  |  | | If no, please give details of why you cannot meet this condition and how many staff are affected? |  | | | Do you employ anyone using a zero hours contract? |  |  | | If yes, can you please provide further detail? |  | | | Do you offer appropriate and proportionate communication channels to support employee feedback and engagement? |  |  | | Do you invest in, and develop, your workforce? |  |  | | Do you take action to tackle the gender pay gap and create a more diverse and inclusive workplace? |  |  | | Do you offer flexible and family friendly working for all workers from day one of employment? |  |  | | Do you oppose the use of fire and rehire practices in your organisation? |  |  | | Does your Business have a credible plan in place (or are committed to developing a plan within 12 months) to reduce operational greenhouse gas emissions to net zero by 2045 at the latest? |  |  | |
| The [Fair Work Employer Support](https://fairworktool.scot/) Tool can help a company benchmark its Fair Work practices and may help identify and prioritise actions. You can see information on the Fair Work First Convention [here](https://www.fairworkconvention.scot/) and Scottish Government Guidance [here](https://www.gov.scot/publications/fair-work-first-guidance-2/pages/9/).  No project will be permitted to proceed where the company is ‘unable to commit’ to the conditions of grant (i.e., RLW and Zero Hour Contracts). |

***Data protection Declaration***

Please read this carefully before [signing/submitting]

By [signing/submitting] this application, you acknowledge:-

* and 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.
* 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”)).
* and 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 or the purposes outlined below.
* personal data provided in the application will be processed by Scottish Enterprise in accordance with the Data Protection Laws and held in accordance with the privacy notice which can be found at [Privacy notice - Scottish Enterprise (scottish-enterprise.com)](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.
* the information provided in this application form will be kept confidential, except as set out in the application or where any law or regulation that applies states that we need to release it (for example, under the Freedom of Information (Scotland) Act 2002 or any code relating to providing access to information held by public bodies).
* the 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), Highlands and Islands Enterprise, South of Scotland Enterprise 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. Please note that further information on how any personal information may be collected, used, shared and looked after is set out in our [privacy notice](https://www.scottish-enterprise.com/help/privacy-notice).
* 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, the European Commission or its agents for administrative purposes; and
* we will publish information from sections 1, 2 and 3 of this application, both in hard copy and on the internet, to make potential applicants, investors, the general public and other interested parties aware of the types of projects and businesses receiving RSA grants.
* if the application is unsuccessful, your name and address (but not details of the project proposal) may be passed to other departments within Scottish Enterprise and the Agencies, to enable consideration of any suitable alternatives to RSA funding, or whether support can be provided in any other way.
* Information may also be used for the purposes of detecting and/or preventing fraud. To detect or prevent fraud, information may be given to:
* subcontractors employed by Scottish Enterprise for the purpose of preventing and detecting fraud;
* departments of other Agencies in the UK, responsible for providing grant support in other parts of the UK, and their subcontractors;
* Highlands and Islands Enterprise and its subcontractors,
* local authorities and their subcontractors;
* The Department for Work and Pensions;
* HM Revenue and Customs; and
* Law enforcement agencies.
* If you give information which you know is untrue or misleading, you may be committing an offence which could lead to you being prosecuted.
* Signature
* Date:
* Name (BLOCK CAPITALS):
* Position in your organisation:

**Please note this must be someone authorised to sign on behalf of the company**

**Please email your completed form to:** [**enquiries@scotent.co.uk**](mailto:enquiries@scotent.co.uk) **and a member of the team will be in touch, thank you**.