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**Manufacturing Property Challenge Programme (MPCP)**

**Stage 1 Application**

Stage 1 applications must be submitted to enquiries@scotent.co.uk by 18 September 2024

Read the [Full Programme Guidance](https://www.scottish-enterprise.com/support-for-businesses/funding-and-grants/business-grants-and-funding-calls/manufacturing-property-challenge-programme) on the SE website.

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| **Applicant Organisation Name** |  |
| **UK/Scottish Business Registration number** |  |
| **Applicant address and post code** |  |
| **Major Shareholders****(including respective shareholdings)** |  |

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| --- | --- |
| **Project Title** |  |
| **Project Location and Postcode** |  |
| **Local Authority** |  |
| **Site size (in acres and hectares)** |  |
| **Manufacturing space to be created****(Gross Internal Area in sq.m. and sq.ft.)** |  |
| **No of construction jobs created** |  |
| **Anticipated FTE jobs accommodated in the completed development \*** |  |
| **Partner organisations (if any) and nature of the partnership** |  |
| **Anticipated Project Construction****Start Date** |  | **Anticipated Project Construction Completion Date** |  |

*\*Please see guidance on eligible costs*

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| **Indicative Project costs** | **24/25 (£,000)** | **25/26 (£,000)** | **26/27 (£,000)** | **27/28 (£,000)** | **Total** **(£,000)** |
| **Total Project costs (exl. VAT)** |  |  |  |  |  |
| **Eligible project costs\* (excl. VAT)** |  |  |  |  |  |
| **Requested MPCP support (excl VAT)** |  |  |  |  |  |
| **Funding from other sources (excl. VAT)** |  |  |  |  |  |

*\*Please see guidance on eligible costs*

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|  | **Lead Project Contact** | **Additional Contact** |
| **Name** |  |  |
| **Position in organisation** |  |  |
| **Contact email** |  |  |

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|  | **Project Partner Contact** | **Role in the project** |
| **Name** |  |  |
| **Position in organisation** |  |
| **Contact email** |  |

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| **Category of project** *(Please select the relevant project category)* |
| **Speculative build** | Yes/No |
| **Speculative refurbishment** | Yes/No |

**PROJECT PROPOSAL SUMMARY**

*Maximum 3 pages – minimum font size 11. The Assessment Panel will not consider information that is provided beyond the 3 page limit. More detail will be sought at Stage 2 application.*

*Read the* [*full programme guidance*](https://www.scottish-enterprise.com/support-for-businesses/funding-and-grants/business-grants-and-funding-calls/manufacturing-property-challenge-programme) *for applicants for this section*

*This programme is being delivered under the* [*SCOTTISH ENTERPRISE REGIONAL AND SME INVESTMENT SUBSIDY SCHEME 2022 – 2025 – SC10674,*](https://www.scottish-enterprise.com/our-organisation/accessing-our-information/subsidy-schemes)  *Section C. Investment subsidy for local infrastructures.*

*- construction or upgrade of local infrastructure that contribute at a local level to improving the business and consumer environment and modernising and developing the industrial base*

*- infrastructure is to be made available to interested users on an open, transparent and non-discriminatory basis, with price charged for use or sale corresponding to market price.*

*- any third-party operation must be assigned on an open, transparent and non-discriminatory basis, having due regard to applicable procurement rules.*

*-The subsidy amount shall not exceed the difference between the eligible costs and the operating profit of the investment. The operating profit shall be deducted from the eligible costs ex ante, on the basis of reasonable projections, or through a claw-back mechanism*

Please ensure you review the exclusions in the Subsidy scheme and the MPCP guidelines.

Outline how the project will deliver high quality, flexible space, suitable for a variety of manufacturers.

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| **Project Description** (overview of development proposals, new build or refurbishment, location, size (GIA sq.m and sq.ft), intended use and flexibility of proposed floorspace, specific design features for manufacturing, known or anticipated ground conditions or abnormal development costs use, etc). |
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| Anticipated development cost and viability gap (indicative development appraisal to be attached). Note the eligible costs in the MPCP guidelines. |
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| Details of funding package for the proposal (provide outline of proposed/secured funding sources and confirm why SE support is needed).  |
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| Details of the project’s sustainability proposals in design, construction and operation (minimum eligibility criteria for MPCP funding:- new buildings minimum BREEAM Excellent and EPC A and refurbished buildings EPC B. |
|  |
| Outline proposed target market and provide an overview of anticipated demand for manufacturing space at the project’s location. |
|  |
| Outline how the development will be marketed to manufacturing occupiers. |
|  |
| Confirm current ownership of the site/building or if not currently owned, confirm how ownership will be secured prior to grant award. |
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| Outline how the proposal will benefit the local community e.g. jobs, access to opportunity, environmental benefits, etc). |
|  |
| If your project involves the refurbishment of an existing building, please (i) outline how the building has been assessed for suitability for refurbishment for manufacturing use, and (ii) confirm the current EPC rating. |
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**DELIVERABILITY**

Maximum 1 page, minimum font size 11

MPCP projects are to be delivered within 2 years of being offered a grant.

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| Confirm the current RIBA work stage status of the project, if applicable. |
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| What is the anticipated construction completion date of the project.  |
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| What project management processes will be in place or proposed to ensure completion by the anticipated date.  |
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| Outline of the applicant’s previous track record for development of industrial property for manufacturing uses – provide two recent examples. |
|  |
| Outline of the proposed design team’s experience of development of industrial property for manufacturing uses – provide two recent examples. |
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**FAIR WORK PRACTICES**

As part of our appraisal we will consider your approach to the Scottish Government’s seven Fair Work First 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 criteria and Net Zero criteria. Please note that if you are either working towards or unable to commit to any of the Fair Work criteria, Scottish Enterprise may not be able to offer you an award at this time.

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|   | Demonstrate  | Working Towards  | Unable to Commit  |
| Payment of Real Living Wage to all employees over the age of 16 including apprentices and sub-contractors  | ​​[ ] ​  | ​​[ ]  | ​​[ ]   |
| No inappropriate use of zero hours contracts  | ​​[ ]  | ​​[ ]  | ​​[ ]  |
| Appropriate channels for effective voice such as trade union recognition  | ​​[ ] ​  | ​​[ ]  | ​​[ ]  |
| Investment in workforce development  | ​​[ ]  | ​​[ ]  | ​​[ ]  |
| Take action to tackle the gender pay gap and create a more diverse and inclusive workplace  | ​​[ ]  | ​​[ ]   | ​​[ ]  |
| Offer flexible and family friendly practices for all workers from day one of employment  | ​​[ ] ​  | ​​[ ]  | ​​[ ]  |
| Oppose the use of fire and rehire practice  | ​​[ ] ​  | ​​[ ]  | ​​[ ]  |
| Does your business have a credible plan in place to reduce operational greenhouse gas emissions to net zero by 2045 at the latest?  | ​​[ ] ​  | ​​[ ]  | ​​[ ]  |

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| As a condition of funding, companies will be expected to demonstrate all seven Fair Work practices in respect of ALL employees including apprentices and those contracted to act or carry out works on your behalf. Any companies using zero hour contracts will need to declare that this is appropriate, as outlined within [Fair Work First guidance](https://www.gov.scot/publications/fair-work-first-guidance-2/pages/9/). Any company employing over 250 staff require by law to publish their Gender Pay Gap.  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.     |

**CRITERIA CONFIRMATION**

Please answer Yes/No to all the questions below

Further evidence will be sought at Stage 2 Application.

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| **Applicant criteria** | **YES/NO** |
| The lead applicant is a private company registered in Scotland/ the UK |  |
| The applicant owns/will own the site where the development is proposed in advance of grant acceptance |  |
| **Location criteria** | **YES/NO** |
| The project location is within a geographical area covered by SE |  |
| The project is on a site that is zoned for industrial use in the relevant local development plan |  |
| **Criteria for speculative new build** | **YES/NO** |
| There is demonstrable demand for the space proposed within the manufacturing sectors |  |
| The project proposes creating high quality flexible space suitable for a variety of manufacturers |  |
| The applicant accepts a 2-year restriction on manufacturing use (Class 4 and 5 of the Town and County Planning (Use classes) (Scotland) order 1997) will be applied to the new refurbished accommodation/infrastructure developed. Manufacturing is defined as ‘the production process in which raw materials are transformed into physical products through processes involving people and other resources) |  |
| The project will complete to high sustainability standards (minimum BREEAM Excellent and EPC A) |  |
| The project funding out with this application is in place |  |
| The project is not started or legally committed |  |
| The project is speculative and has no pre-let agreements in place |  |
| The project is capable of delivery within 2 years |  |
| The project has a viability gap |  |
|  |  |
| **Additional criteria for speculative refurbishment** | **YES/NO/Not applicable** |
| The building has been deemed suitable for refurbishment for manufacturing use |  |
| The project will complete to high sustainability standards (minimum BREEAM Excellent and EPC B) |  |

Please do not embed a map in this application. If you wish to submit a map or site plan, please send this as a pdf with your application to enquiries@scotent.co.uk

**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 MPCP 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 MPCP support, 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 SUBMIT THIS FORM TO:** enquiries@scotent.co.uk