

IEE Employer Fund 2024 - Specification

IEE Growth Fund, September 2024

In response to the current needs and labour market challenges affecting many businesses and employers, Capital City Partnership (CCP), as the Integrated Employer Engagement (IEE) lead across the Edinburgh and South East Scotland (ESES) City Region Deal will administer a small grants programme to support *micro businesses across the 6 local authority areas (East Lothian, Edinburgh, Fife, Midlothian, Scottish Borders, West Lothian).

**micro businesses – 9 employees or less*

Following engagement with regional Business Gateway teams, it was acknowledged there is sufficient financial support available to small businesses in their Start Up phase. However, there are limited accessible funds available to businesses to support their growth.

This year, the fund will support Business Growth (i.e. businesses who are in post Start Up phase, trading between 12 and 36 months)

Monies granted will offer support to companies who are building on an already clear business plan and developing their trading abilities but with a specific focus on retaining and/or creating job opportunities; access relevant CPD, training and upskilling; and/or improve prospects in career progression.

1. Invite for Applications

Applications are invited from businesses for those individuals who are aged 18+ years old. They are in the process of developing their company and have been trading between 12-36 months. They may also be from under-represented groups and/or specifically need digital, net zero, sustainability development/help and support.

Each company can only make one application to the fund and must not have received financial help from IEE over the past 24 months.

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Applications should be emailed to
IEEemployerfund@capitalcitypartnership.org

The deadline is 5pm, Friday 6th September 2024.

Late submissions will not be accepted. If the fund is not fully allocated, it may be reopened, subject to uptake.

2. Use of Grant Monies

Financial assistance could be used for the following (but not limited to):

- website development
- business growth consultancy
- digital help and support e.g. Co Pilot, AI/Digital Bootcamp/IT Health Check
- employment and HR support
- training, reskilling or CPD opportunities
- moving into premises for company expansion/job creation
- sustainability/transition to Net Zero

3. Fund Administration

IEE will partner with Business Gateway to create and administer this small grant fund for micro businesses within East Lothian, Edinburgh, Fife, Midlothian, the Scottish Borders and West Lothian.

Whilst potentially investing in those ideas listed, these should simultaneously support: the maintenance of employment contracts; prevention of job losses; the growth of staff; the creation of new posts; developing trading ability; and building upon an already clear business plan.

The minimum award for each application is **£500** and the maximum award for each application will be **£1,000**, to be spent and evidenced within six weeks of receipt. The total available fund to be distributed is **£50,000**.

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4. Funding Allocation Split & Impact

Local Authority Area	Allocation	Minimum number of businesses to be supported
Edinburgh	£13,000	13
Fife	£10,000	10
West Lothian	£9,000	9
Scottish Borders	£6,000	6
East Lothian	£6,000	6
Midlothian	£6,000	6
Total	£50,000	50

5. Additional Information

For more information on eligibility criteria and administration of the fund, please consult our Eligibility and FAQ document.

6. What do CCP do with the Information Provided?

The Edinburgh South East Scotland City Region Deal require CCP to store application data as part of the monitoring and evaluation framework under the Integrated Regional Employability and Skills (IRES) programme. Please click [here](#) which tells you how we do this in accordance with the Data Protection Act 1998 and the General Data Protection Regulation 2018.

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