



## Frequently Asked Questions

Last Updated: 21/12/21

These questions are written to supplement the Terms and Conditions. Key information, such as the application deadline, when grants will be paid to successful applicants and when projects need to be completed by is to be found in the Terms and Conditions.

### 1. How much is the grant?

Capital grant funding of up to £10,000 is available per application.

Business can make one application for each of the business rate-registered commercial premises in Cambridge in which they are based.

Applications can include a number of different proposed measures in requesting a grant of up to a total value of £10,000.

### 2. Can the grant cover the entire cost of the project?

Yes. If the value of the project is no more than £10,000 then you can apply to cover up to 100% of the value with the grant. Please note the details of VAT below, to account for this accurately. (Also detailed in the Terms and Conditions).

### 3. Can my business use the grant to cover some of the costs of a much larger project?

Yes, provided that your business has in place the funding needed for the rest of the larger project.

4. My business will not be able to complete the grant-funded works until after March 2023. Would the proposal still be eligible?

No, the application would not be eligible because completion of projects by the end of March 2023 is a condition of the grant award. Successful applicants will be asked to confirm that grants given have been used for their intended purpose by the end of March 2023, and businesses will be asked to provide the Chambers with some information about how this is making a difference.

5. Will my business be able to get more funding from the scheme if the works end up costing more than expected?

No. The grant award cannot be increased. Top-up amounts (even if the grant provided was for less than £10,000) are not provided.

6. How many quotes does my business need to get?

One quote is required for each element that is proposed. For example, if a proposal is to change light bulbs, add insulation and install a solar panel, one quote is required for each of these three parts of the proposal. If a proposal is for an air-sourced heat pump, one quote is required. The quotes should be official documents featuring the business name and address of the contractor, Companies House or VAT registration, and company logo.

7. My organisation is not a business. Can it still apply?

The Green Business Grant scheme is for those organisations that are trading. This is defined as “carrying on a trade or profession or buying and selling goods or services in order to generate turnover”.

To be eligible, organisations that meet this definition of trading also need to be in business rate-registered commercial premises in the city of Cambridge.

8. I run my business from home in Cambridge. Can I apply?

No. Business run from domestic premises are not eligible. The grant is only available for companies in business rate-registered commercial premises in Cambridge.

9. My business is based outside of Cambridge City. Can I still apply?

No, only businesses in commercial premises in Cambridge that are registered for business rates with Cambridge City Council can apply.

10. Does my business have to be a member of the Chamber of Commerce to apply?

No, your business does not need to be affiliated to any of the organisations managing this scheme.

11. My business has already done a lot of work to reduce carbon emissions. Can it apply for a grant to cover some of that previous work?

No, retrospective applications are not allowed.

However, do consider what your business can do next to help reduce its carbon emissions further – if it can do more, we would be pleased to receive a grant application to help you. The amount of work done to date does not affect the decision.

12. My business has in mind a carbon reduction proposal that is not in the list of examples. Would this be considered??

The purpose of the grant is to support businesses in implementing measures that would help them to reduce their carbon emissions. If the project your business is proposing could achieve carbon reductions and is in line with all the terms and conditions, we would like to consider it.

13. What will happen to my grant application?

As soon as the Cambridgeshire Chambers of Commerce have received all the information required including all necessary supporting evidence, they can start to process your application. Complete applications will be assessed against the criteria set out in the Terms and Conditions. If you meet all the requirements and funds are still available, we will inform you as soon as the grant application is successful. Funds will be transferred to you before the deadline of the end of March 2022. You may be required to cover any expenses before the grant is issued – please make sure the organisation is in a position to do so.

14. I've received an email about this grant that looks suspicious

If you receive any communication that looks suspicious, we suggest you do not to respond or click on any links. Please let the Cambridge Chambers of Commerce know through the email or contact details found on its website and we can confirm the next steps.

15. I have a question that has not been answered above.

Please contact us at [info@greenbizgrantcam.co.uk](mailto:info@greenbizgrantcam.co.uk) with your question.