

Science, engineering and technology will continue to underpin our national competitiveness.

Scottish Enterprise recognises the hurdles that many small and medium-sized enterprises (SMEs) face.

SMART: SCOTLAND is a discretionary grant to SMEs to support them with the R&D needed to explore and develop highly innovative, commercially viable products and processes to the benefit of the national economy.

In today's fast-moving global economy it is crucial that businesses remain competitive. SMART: SCOTLAND provides access to grants to support SMEs across Scotland to find the resources they need to remain at the leading edge of their market.

Is it for me?

- Are you an existing SME operating in Scotland or planning to set up in Scotland?
- Are you an individual planning to establish a new business in Scotland?
- Are you considering or developing a product or industrial process which is:
 - Highly innovative;
 - Technically challenging; and
 - New to the UK in your sector?
- Do you need help with funding? If so, then read on.

We can provide discretionary grants to fund:

Feasibility Studies

Grants at up to 70% for Small Enterprises (≤ 50 employees and a turnover of $\leq \text{€}10\text{m}$) of eligible costs to a maximum of $\text{€}100,000$ for projects lasting between 6 and 18 months.

Grants at up to 60% for Medium Enterprises (≤ 250 employees and a turnover of $\leq \text{€}50\text{m}$) of eligible costs to a maximum of $\text{€}100,000$ for projects lasting between 6 and 18 months.

Research & Development Projects

Grants at up to 35% of eligible costs to a maximum of $\text{€}600,000$ for projects lasting between 6 and 36 months.

Need More Information?

Look on our website:

www.scottish-enterprise.com/smartsotland

Speak with us on **0845 607 8787**

E-mail us at smart@scotent.co.uk

Write to us at:

**SMART: SCOTLAND,
Scottish Enterprise,
Innovation & Enterprise Services Directorate,
Atrium Court,
50 Waterloo Street,
Glasgow G2 6HQ**

SE/4034/Jan15

SMART: SCOTLAND Programme



Pre-Award Steps



You submit your completed Initial Enquiry Form to us at smart@scotent.co.uk for our consideration.

Enquire

Submit Enquiry Form

Initial Assessment

Project Meeting

We check that your enquiry has potential for funding and, if so, assign you a Case Officer to handle your enquiry.

You meet your Case Officer to discuss your project in detail and are notified to proceed, or not, with your application.

Apply

Submit Application

Initial Assessment

Additional Info

Due Diligence

Additional Info

You submit your completed application documents to us.

Your Case Officer assesses your application. We may ask you to submit more information if necessary.

You may need to provide additional information in support of your application, if requested.

We commission outside agencies to undertake a Due Diligence review. We may request that you submit additional info to us.

You may need to provide additional information based on the due diligence review, if requested.

Decision

Case Paper Decision

Contract Acceptance

The Case Paper recommending your project for funding is reviewed for final approval by the Programme Manager.

In accepting the Contract Offer and its conditions, you will need to provide your bank details to your Grant Manager.

'Submit Application' to 'Contract Offer' typically 10-14 weeks

Post-Award Steps

Payment

Up-front Payment

Claim Form Issued

Submit Claim

Claim Assessed

Additional Info

Payment Made

Final Payment

Your Grant Manager transfers an up-front payment directly into your bank account (Feasibility Grants only).

Your Grant Manager issues you with a claim form one month prior to the end of each quarter.

You submit your completed claim form and any necessary documents / information to your Grant Manager.

Your Grant Manager assesses your claim. If there are any issues, we may ask you to submit additional information.

You may need to provide additional information regarding your claim, if requested, which may require a visit.

Once the claim has been authorised, your Grant Manager makes the payment directly into your bank account.

At the final payment, your Grant Manager sends you a 'Final Payment Letter' with details of the auditing period.

Audit

PCM Report Request

Submit PCM Report

Contract End

Your Grant Manager requests an update from you regarding your project via a 'Post Completion Monitoring' report.

You submit the completed Post Completion Monitoring report and project progress details to your Grant Manager.

We assess your Post Completion Monitoring report and, once the report is authorised, your project contract will end.

Up to 5 years