

What is the DigitalBoost Development Grant?

It is a Scottish Government initiative to encourage digital adoption across all sectors. We believe this is key to our economic growth and recovery. The programme therefore seeks to improve the uptake of digital technologies by Scotland's SMEs to increase their productivity and resilience. This fund is being delivered under DigitalBoost, Business Gateway's digital skills programme for Scottish businesses. After a successful grant scheme in early 2021, The Scottish Government have released a £25m fund to further support businesses. It is aimed at helping SME businesses to meet upfront costs of improving digital capacity. The fund is being administered by LESL in conjunction with the Business Gateway National Unit and on behalf of the Scottish Government.

How can someone apply?

To apply visit www.digitalboostdevelopmentgrant.co.uk or if you are unable to apply online contact the DigitalBoost Development Grant Support team via email: info@digitaldevelopmentgrant.org phone: 0345 646 0982 (Monday to Friday 9am -5pm)

What are the fund criteria?

- Businesses must be based in, and trading in, Scotland.
- Businesses must make at least 50% contribution to the costs of their project.
- Charities, social enterprises and third sector organisations can also apply.
- Must be trading a minimum of 6 months. (Applicant business must have been receiving sales income for at least 6 months).
- Applicants must be a UK resident with the right to work in the UK.
- Businesses must meet the European definition of an SME in relation to employees, balance sheet and turnover.
- All Industry sectors can apply

What can a business use the grant for?

- Buying software, Digital skills training
- Buying IT, or digital communications, hardware
- Building an online booking/ticketing system
- Implementing an ecommerce solution
- Data analytics
- Developing an app
- Digital Consultancy costs
- Software or hardware rental (first year costs only)
- Building or upgrading a website
- Ongoing annual charges for platforms, hosting or online content management (first year costs only)

* Note Digital Marketing is an ineligible cost

What documentation is required for evidence?

- Company Registration number or HMRC Unique Tax Reference and evidence of trading 6 months bank statements evidencing trading income
- Details of last year, current year and next year turnover and profit (loss).
- Vat registration number (if applicable)
- Itemised quotes for the total project, each quote must detail:
- Supplier details
- Details of the exact item being purchased –including description and brand
- Prices and any applicable VAT
- Bank Account Details
- You must declare de minimis/subsidy support from all public agencies received in the past 3 years plus any pending applications for support.

If successful in my application how much can I get?

Non-VAT registered businesses can receive up to £5K of funding

VAT registered businesses can receive up to £20K of funding. For VAT registered businesses all VAT costs are excluded from the grant sum awarded. Minimum grant is £2.5k.

Will I be able to appeal if my application is rejected?

If your application is rejected and you would like to appeal, please submit your appealtoappeal@digitaldevelopmentgrant.org within 5 working days of the email advising you of our decision.

Please state the reasons why you feel the appeal is justified. Our Grant Support team will then confirm receipt of your appeal and aim to reassess your application within 5 working days. Our grant Support team will then be in touch with details of next steps and time frames etc.

When are successful applicants likely to receive their funding?

Payment will be within 10 days of verification of submitted proof of purchase documents.

Who can I speak to about my application?

The Grant support team is available to assist with customer enquiries. They can be contacted on: info@digitaldevelopmentgrant.org Telephone: 0345 646 0982