



**European Union**

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<b>Contact:</b>		<b>Job Title:</b>	
<b>Employer Name:</b>		<b>Address:</b>	
<b>Email Address:</b>			
<b>Phone:</b>			
<b>Mobile:</b>			
<b>Website</b>		<b>Post Code:</b>	
<b>Total Staff Members</b>		<b>Gender Ratio %</b>	
<b>Company Type:</b>	Public <input type="checkbox"/> Private <input type="checkbox"/> Third Sector <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Trader <input type="checkbox"/>		
<b>Company Registration Number:</b>	<b>Sector: Choose an item.</b>	<b>No of sites in addition to the above:</b> <b>Location(s):</b>	



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<p><b>Skills &amp; Apprenticeships</b></p> <p>CITB Levy Payer: Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Apprenticeship Levy Payer: Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Looking to transfer Levy: Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Looking to receive Levy: Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Number of Staff on Skills Programmes and which:</p>	<p><b>What are your biggest skills challenges?</b></p>
<p><b>Training provider(s) used in last 12 months?</b></p>	<p><b>Tell us about the Apprenticeships &amp; Skills support you would like to receive:</b></p>
<p><b>Recommendations:</b></p>	



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<p><b>LoCASE</b></p> <p>The UK has a National plan to achieve Net Zero Carbon by 2050 see link: <a href="#">LoCASE   Low Carbon Across the South and East</a> . What actions do you currently take as a business to reduce your Carbon footprint and how can LoCASE support this?</p>	
<p>Would you like to make a LoCASE application?</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure <input type="checkbox"/></p>	
<p>Why would you like support from LoCASE?</p>	
<p><b>Digital/Growth Hub Support</b></p> <p>Which programme are you interested in:</p> <p>Badging <input type="checkbox"/> see <a href="#">Badge Nation - Real Ideas Organisation</a></p> <p>Digital Skills SME Programme <input type="checkbox"/></p>	<p>Please tell us about the digital support your business requires:</p>



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<p><b>Is the business happy to share their details with Growth Hub for further support?</b></p> <p><input type="checkbox"/> YES <input type="checkbox"/> NO</p>		<p><b>If yes, what aspect of support are they seeking:</b></p>
<p><b>V. DATA SHARING AGREEMENT</b></p>	<p><b>This data is held securely both in hard copy and electronically. This data will be used to compile reports and statistics that comply with contractual requirements and for general administration purposes. It may also be disclosed to third parties, such as delivery partners/external providers. Please note this will not be shared with any commercial agency. The Apprenticeship Hub aims to support your company to find cost effective and suitable solutions for its training needs. This advice and support is free but in law this counts as State Aid, as the advice has a notional value and could be giving your company a competitive advantage. Because of this we need to advise you that under De Minimus rules there is a ceiling of €200,000 support that can be provided over 3 financial years. Please complete and sign the table overleaf to indicate any prior financial support you have received from any public body (please put a value in each year, even if this is £0). At the end of our support to you we will write and tell you the notional value of this support so that you are aware of this for any future dealings with state agencies. Please note the Apprenticeship and Skills Hub is funded by European Social Fund.</b></p>	
<p><b>Adviser Signature:</b></p>		<p><b>Date:</b></p>
<p><b>Employer Signature:</b></p>		<p><b>Date:</b></p>

State Aid declaration

De Minimis

Company Level Data Capture Form

1. What is your  
company name?

2. What is your  
company's registered  
address?

3. Contact Details

Email:

Telephone:

**STATE AID RULES**

Where activity is supporting individuals to improve their employability and help them move closer to the labour market the aid is being provided to the individual and there are no direct benefits for enterprises. However for those elements which provide support to individuals in employment there may be state aid implications because their employers are receiving support towards the costs of training. Where funding which supports individuals in employment to achieve full or part qualifications this may constitute an aid.

The de minimis regulation enables an enterprise to receive up to €200,000 euros in aid (any public resources including ESF) over three fiscal years. Providing such aid is given within the de minimis rules there is no requirement to notify it to the Commission.

To monitor the use of the de minimus regulation we are required to ask each company receiving support:

- to identify all other sources of support (either in cash or in kind) that they have received in the last three years;
- check if previous de minimis aid is involved, to ensure that the combined assistance does not exceed €200,000 over any three-year rolling period. If the limit is breached, the aid may have to be reduced or refused to ensure the limit is not breached.

In addition Hampshire County Council is obliged to state that:

“The assistance for the Apprenticeship Hub may constitute State Aid as defined under Articles 87 and 88 of the Treaty of Rome and is being granted as ‘de minimis’ aid under Commission Regulation EC/1998/2006. European Commission rules prohibit any undertaking from receiving more than €200,000 euros ‘de minimis’ aid over a rolling three-year period. Any ‘de minimis’ aid granted over the €200,000 limit may be subject to repayment with interest. If you have received any ‘de minimis’ aid over the last three years (from any source) you should inform us immediately with details of the dates and amounts of aid received. Furthermore, information on this aid must be supplied to any other public authority or agency asking for information on ‘de minimis’ aid for the next three years.”

4. Declaration - I declare that the amount of De Minimis aid received by the company/organisation over the last three fiscal years is:

	2019/20	2020/21	2021/22	TOTAL
Amount				

5. I confirm that, to the best of my knowledge, the information above is correct and given in good faith. I will notify you of any new aid received from any source during the life of the project.

Signed		Date	
Name			
Position within firm			

Office use only

Action	Signed	Date
Companies record pulled through on Evolutive		
SME Status Confirmed		