

**LaunchMe Application Questions:**

Before you get started please ensure you have read our LaunchMe guidance document, available at the bottom of our [LaunchMe page](https://www.firstport.org.uk/business-support/launchme/) and on our [resources page](https://www.firstport.org.uk/category/downloads/).

This document is a template application form to assist you in preparing for your application. Please use this sheet to plan the longer answers in the application form. This is a draft document and in order to submit your application you will need to fill out the answers through the online form (you can copy and paste typed answers from this document). This version of the form can be used to submit an application if our online form is inaccessible for you.

**Eligibility:**

The enterprise:

* Based in Scotland and operating primarily for the benefit of people, or communities, in Scotland.
* The activities of the enterprise do not involve political campaigning or the advancement of religion.
* The enterprise aims to provide direct social benefit to individuals, communities and/or the environment.
* The enterprise is an incorporated organisation and has an asset lock (This means that profits from the enterprise are reinvested in the business and its social aims and cannot be transferred to private individuals or bodies). If not incorporated yet, this will happen before the final cohort selection in March 2022.
* The enterprise is ambitious, with aspirations for growth and has plans to scale up but has not yet secured appropriate investment to fund the plans.
* The enterprise does not provide any services or activities that statutory bodies have an obligation to provide.
* Have you received funding from Firstport before? If yes, then please confirm that you have completed the required sign-off process.
* If the growth plans depend on the development of an asset (e.g., a building), the acquisition of the asset will be completed by the time the programme of support starts in April 2022.
* As the lead applicant, I can commit to fully participating in the programme, attending relevant sessions, and applying new learning.
* As the lead applicant, I can confirm that I have been authorised to represent the enterprise on behalf of the parent organisation/board of trustees (if applicable) and can take decisions about the future direction of the enterprise.

If you are unsure of whether you meet these criteria, please [contact the LaunchMe team](https://09oui559vjs.typeform.com/to/HJI5I52E) to discuss in more detail.

**LaunchMe priorities:**

The LaunchMe programme has key priorities which are explained in our [guidance document, which you can download from our website](https://www.firstport.org.uk/category/downloads/page/2/?ct=0&cy=0). The guidance is simple and explains the types of organisation that might benefit from the programme. Please review these priorities and use them to help answer the questions.

**About You:**

Pronoun:

First Name:

Last Name:

Position held at enterprise:

Email:

Phone Number:

Mobile phone:

House name/number and street:

City:

Postcode:

Local Authority Area:

Date of Birth:

If you have any accessibility requirements please let us know here:

How did you find out about the LaunchMe programme?

Community or local charity

From a Firstport award winner

Internet

Leaflet

Newspaper

Radio or TV

Social media

Word of mouth

Other

Are you working on this growth plan with anyone else? Yes/No

Person 1: First name

Person 1: Last Name

Person 1: What role will they play?

Person 2: First name

Person 2: Last Name

Person 2: What role will they play?

Person 3: First name

Person 3: Last Name

Person 3: What role will they play?

**About your enterprise:**

Name of enterprise

What is the legal set up?

Registered Charity/Company Number (if applicable):

Date of incorporation:

Trading (Yes/No)

If yes, how long have you been trading?

Which sector is most relevant to your social enterprise? (please select the one that aligns most with your core social impact)

Creative Industries including Digital

Circular Economy

Employability

Energy Including renewables

Financial Business Services

Food Drink

Health Social Care

Life Sciences

Retail

Sport Physical Activity

Tourism Hospitality

Who are your main beneficiaries? (please select the one that aligns most with your core social impact)

Affected by Economic inequality

BME

Carers

Disabled inc Mental Health

Ex-Offenders

Families & Children

LGBT

Older People

Refugee and Asylum Seekers

Rural Communities

Unemployed

Women

Young People

Not Targeted

Other

Where are your main beneficiaries located? (by Local Authority area)

We would recommend that you review our Guidance Document to ensure you answer the next questions in a clear and concise way.

**LaunchMe Detailed Questions:**

1. Tell us what your enterprise does in no more than 3 sentences – what is your product or service, who is it for, and what benefit does it create?
2. Explain how you feel that you meet the LaunchMe priorities (max 200 words)
3. Tell us a bit more about your commercial operation including your track record, if relevant (max 250 words).
4. Please tell us about your social impact including track record, if relvant. (250 words max)

1. Tell us about your people, networks and partnerships (200 words max)
2. Please tell us what your growth plan is and what capital you require to make it happen (250 words max)

**Equal Opportunities:**

All our staff, clients, partners, suppliers, and any other person we work with must follow our equal opportunities policy and not discriminate against anyone for any reason.  Please help us monitor this policy by giving us the following details.  This information is used for statistical and monitoring purposes only, and it is not visible or accessible to any staff involved in assessment or decision making. You can learn more about our commitments towards Diversity & Inclusion on our website.

If there are any questions that you would prefer not answer, please leave the field blank.

Gender Description:

Do you identify as Trans?:

How would you describe your sexuality?:

Age:

If you identify as having a disability, please give details of your disability here:

Ethnicity:

Employment Status:

Qualifications:

Is your organisation predominately BAME led, LGBTQ+ led, Disability led, or Women led? If so, please specify here (you can select more than one):

Does your organisation target any specific group? For example, older people, younger people, race, disability, sexual orientation, or gender. If so, please specify here:

**Submit**

Please confirm that you understand and accept our obligations under the General Data Protection Regulation (GDPR) set out in our Privacy Policy, by writing CONFIRM here:

We will keep the information provided within this application on file for a period of seven years. It will be permanently deleted after the publication of Firstport’s annual accounts. This is for accounting purposes and in line with HMRC requirements.

Application date:

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