

## Mitie Business Boost 3.0 – Terms & Conditions

### 1. Eligibility

1. Applicants must be individuals aged 18 or over, start-ups, or SMEs based in or operating within West Cumbria.
2. Only one entry per person or business will be accepted.
3. Applicants must demonstrate a clear business idea or existing enterprise aligned with the programme's theme: *Digital, Technology & Innovation*.
4. To qualify, each entrant must submit a complete application, in line with the published Business Plan Guidelines, and by the deadline. Late or incomplete applications will not be accepted.

### 2. Elements of Mitie Business Boost

1. Business plan submission and review.
2. Optional workshops and mentoring sessions.
3. Selection of finalists using a published scoring matrix.
4. Finalist pitching at the live event (mandatory for progression).
5. Judging panel review and award allocation.

### 3. Funding Rules

1. A maximum prize of £40,000 is available, contributed jointly by Mitie and partners.
2. This may be awarded in full to a single applicant or split between multiple applicants at the discretion of the judging panel.
3. Awards are based on the strength of proposals, alignment with programme goals, and scoring against criteria.
4. All funding awards are subject to a formal funding agreement between Mitie, the partners and the recipient(s).
5. Awards are non-transferable and cannot be exchanged for cash or alternatives.

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#### **4. Use of Funds**

1. Funds must be used exclusively for business development purposes, including (but not limited to): technology adoption, product development, marketing, or operational improvements.
2. Funds cannot be used for repayment of debt, dividends, or personal expenses.
3. Misuse of funds may result in termination of support and recovery of disbursed amounts.

#### **5. Disbursement & Reporting**

1. Funding may be disbursed in stages, subject to agreed milestones and satisfactory progress.
2. Recipients must provide interim updates and a final report detailing the impact of the funding and support received.

#### **6. Intellectual Property**

1. All intellectual property developed during the programme remains the property of the applicant.
2. By applying, applicants grant Mitie and partners a non-exclusive right to reference and showcase supported projects in promotional and publicity materials.

#### **7. Judging & Selection**

1. Business plans will be assessed by the judges using the published scoring matrix in the guidelines.
2. Judges and mentors must declare any conflicts of interest and recuse themselves where necessary.
3. The judging panel may apply discretion in cases of tied scores or exceptional circumstances.
4. The panel's decision is final and not subject to appeal.
5. Unsuccessful applicants may request summary feedback to support their future development.

## 8. Confidentiality

1. Applicants are responsible for ensuring their submissions do not include sensitive or proprietary information they do not wish to disclose.
2. Mitie and programme partners will treat applications respectfully but cannot guarantee absolute confidentiality during workshops, mentoring, or pitching sessions.

## 9. Accessibility and Inclusion

1. Mitie is committed to inclusive participation. Applicants may request reasonable adjustments to support accessibility, including for disabilities or neurodiverse needs.

## 10. Publicity

1. By applying, participants agree to take part in publicity and media activity related to the programme, including press, social media, and promotional events.

## 11. Legal & Liability

1. Participation in the programme does not constitute an offer of employment or a long-term business partnership with Mitie or its partners.
2. Mitie and programme partners are not liable for any costs incurred in preparing or submitting applications, or for business losses arising from reliance on programme advice.
3. Neither party shall be liable for delays or failure to perform due to events beyond their reasonable control (force majeure).
4. Mitie reserves the right to amend, withdraw, or terminate the programme at any time without notice.
5. These Terms and Conditions are governed by the laws of England and Wales.

## 12. Data Protection

1. All personal data will be processed in accordance with UK GDPR and Mitie's data protection policies.

### 13. Termination

- I. Mitie reserves the right to terminate an applicant's participation for breach of terms, misconduct, or failure to meet agreed milestones.

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