

Terms & Conditions

1. Programme Purpose

Mitie Business Boost 4.0 is designed to support ambitious businesses with the potential to achieve sustainable growth, innovation and positive economic impact across West Cumbria.

Through funding, mentoring and business support, the programme aims to help businesses develop, create opportunities and contribute to the prosperity of the local economy.

2. Eligibility

1. Applicants must be individuals aged 18 or over, entrepreneurs, start-ups, or SMEs based in or operating within West Cumbria.
2. Only one application per person or business will be accepted.
3. Applicants must demonstrate a viable business idea, growth ambition or development opportunity aligned with the programme theme of 'Innovation. Growth. Impact'
4. Applications must be submitted in accordance with the published Business Plan Guidelines and received by the stated deadline.
5. Incomplete, inaccurate or late applications may not be considered.

3. Elements of Mitie Business Boost

The programme may include:

1. Business plan submission and review.
2. Workshops, training and networking opportunities.
3. Mentoring and business support activities.
4. Selection of finalists using a published scoring framework.
5. Finalist pitching at a live event.
6. Judging panel review and award allocation.
7. Ongoing monitoring and support for successful recipients.

4. Funding Rules

1. A total prize fund of £50,000 is available through Mitie Business Boost 4.0 and is contributed jointly by Mitie and programme partners.
2. Funding may be awarded in full to one applicant or divided between multiple applicants at the discretion of the judging panel.
3. Funding decisions will be based on the quality of the application, business viability, growth potential, innovation, and anticipated local economic impact.
4. All funding awards will be subject to a separate funding agreement between Mitie, programme partners and the recipient(s).
5. Awards are non-transferable and may not be exchanged for cash or other alternatives.

6. Successful applicants are expected to deliver the activities, outcomes and commitments outlined within their approved business plan.
7. Successful applicants should demonstrate how funded activities contribute to business growth and positive economic impact within West Cumbria, including, where appropriate:
 - job creation or retention;
 - skills development;
 - innovation and productivity improvements;
 - local procurement or supply chain opportunities;
 - wider community or economic benefits.
8. Any material changes to the approved business plan, project scope, intended use of funding, ownership structure, operating model, delivery timetable, strategic direction or financial position must be disclosed to Mitie and programme partners as soon as reasonably practicable and approved in writing before implementation.
9. For the purposes of these Terms and Conditions, a material change is any change that significantly affects the activities, outcomes, budget, objectives or commitments described within the successful application.

5. Use of Funds

1. Funding must be used solely for the purposes set out in the approved application and funding agreement.
2. Eligible expenditure may include, but is not limited to:
 - equipment and technology;
 - product or service development;
 - marketing and business development;
 - skills and training;
 - operational improvements;
 - growth-related investment.
3. Funding must not be used for:
 - repayment of debts;
 - dividends or director distributions;
 - personal expenditure;
 - unlawful activities;
 - purposes not agreed within the funding agreement.
4. Recipients may be required to provide evidence of expenditure, including invoices, receipts or other supporting documentation.
5. Misuse of funding may result in suspension of support, withdrawal of future payments and recovery of all or part of the funding awarded.

6. Disbursement, Monitoring and Reporting

1. Funding may be paid in stages and may be linked to agreed milestones.
2. Continued payment may be dependent upon satisfactory progress and compliance with these Terms and Conditions.
3. Recipients must submit a six-month progress report detailing:
 - progress against the approved business plan;
 - expenditure of funding received;
 - achievements against objectives;
 - risks, challenges and mitigating actions.

4. Recipients must submit a twelve-month impact report detailing:
 - business performance and growth;
 - outcomes achieved;
 - local economic impact generated;
 - how the funding has supported business development.
5. Recipients must provide additional reasonable information or evidence requested by Mitie or programme partners for monitoring and evaluation purposes.
6. Recipients agree to participate in at least one Mitie Business Boost showcase, case study, networking event or promotional activity within twelve months of receiving funding, subject to reasonable notice.
7. Failure to provide required reports, information or notifications may result in suspension of funding, withdrawal of support or recovery of funding in accordance with the funding agreement.

7. Intellectual Property

1. All intellectual property developed by applicants remains the property of the applicant.
2. By participating in the programme, applicants grant Mitie and programme partners a non-exclusive right to reference, promote and showcase funded businesses and projects for programme, marketing and publicity purposes.

8. Judging and Selection

1. Applications will be assessed against the published scoring criteria.
2. Judges, mentors and programme representatives must declare any conflicts of interest and, where appropriate, withdraw from the assessment process.
3. The judging panel may exercise reasonable discretion in circumstances including tied scores or exceptional cases.
4. The judges' decision is final and not subject to appeal.
5. Unsuccessful applicants may request summary feedback.

9. Confidentiality

1. Applicants are responsible for ensuring they do not submit confidential information they are unwilling to disclose during the application, mentoring or pitching process.
2. Mitie and programme partners will handle information responsibly but cannot guarantee complete confidentiality where information is shared as part of workshops, mentoring or judging activities.

10. Accessibility and Inclusion

1. Mitie is committed to ensuring the programme is accessible and inclusive.
2. Reasonable adjustments will be considered for participants with disabilities, health conditions or neurodiverse requirements.

11. Publicity

1. By applying, participants agree to reasonable publicity associated with Mitie Business Boost.
2. Successful applicants may be asked to contribute:
 - photographs;
 - video content;

- interviews;
 - case studies;
 - testimonials;
 - promotional activities.
3. Where appropriate, recipients should acknowledge support received through Mitie Business Boost in relevant publicity and communications.

12. Data Protection

1. Personal information will be processed in accordance with UK GDPR and applicable data protection legislation.
2. Information supplied may be shared with programme partners solely for the purposes of administering, assessing and evaluating the programme.

13. Legal and Liability

1. Participation in Mitie Business Boost does not constitute an offer of employment, investment, procurement opportunity or long-term business partnership.
2. Mitie and programme partners accept no responsibility for costs incurred in preparing applications or participating in the programme.
3. Mitie and programme partners are not liable for business losses arising from participation in the programme or reliance upon advice received or any other indirect losses.
4. Neither party shall be liable for delays or failures caused by circumstances beyond their reasonable control.
5. Mitie reserves the right to amend, suspend, withdraw or terminate the programme where necessary.
6. These Terms and Conditions are governed by the laws of England and Wales.

14. Termination and Recovery of Funding

1. Mitie reserves the right to terminate participation where an applicant or recipient:
 - breaches these Terms and Conditions;
 - provides materially false or misleading information;
 - misuses programme funding;
 - fails to comply with reporting obligations;
 - engages in conduct likely to bring the programme into disrepute.
2. Mitie and programme partners reserve the right to recover all or part of any funding awarded where:
 - funding has been used for purposes other than those approved;
 - material information provided in the application is found to be inaccurate or misleading;
 - agreed reporting requirements are not met;
 - the recipient fails to notify Mitie and programme partners of material changes affecting delivery of the approved business plan.