**Fashion, Textiles & Technology SME Research & Development Support Programme (FTTR&D) - Expression of Interest Form**

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| --- |
| **Minimum Eligibility Criteria** |
| * Businesses must be UK-registered * Businesses must have been **operating** for a minimum of 2 years * Must be an SME (turnover under 50 million Euros and/or less than 250 members of staff). For a full definition of SME, please see [here](https://stats.oecd.org/glossary/detail.asp?ID=3123). * Grants will be made subject to compliance with all applicable state aid regulations and may be subject to additional conditions for the purposes of complying with the state aid rules. |

**Part 1: Basic Business Information**

|  |  |  |
| --- | --- | --- |
| **Lead Applicant Name** |  | |
| **Company name** |  | |
| **Trading name or label**  (if different) |  | |
| **Legal status of business** | **Limited Company** |  |
| Registration number: |  |
| Date limited company registered: | DD/MM/YYYY |
| VAT number (if available): |  |
| SIC code : (for help, see [here](https://en.wikipedia.org/wiki/Standard_Industrial_Classification)): |  |
| Who are the shareholders and what’s their % share: | Share holder 1: |
| Share holder 2: |
| **Sole Trader** |  |
| UTR Number (unique taxation reference) |  |
| Date registered as a sole trader: | DD/MM/YYYY |
| **Partnership** |  |
| UTR Number (unique taxation reference) |  |
| Date registered as a partnership: | DD/MM/YYYY |
| **Operational Start Date** (when did you start/ launch your business) | MM/YYYY | |
| **Business address**  (including post code) |  | |
| **Telephone** |  | |
| **Business email address** |  | |
| **Alternative email** |  | |
| **Website** |  | |
| **Latest Annual Turnover** | From: DD/MM/YYYY  To: DD/MM/YYYY | Amount £ |

**Business Owner(s) / Director(s)**

**1**

|  |  |
| --- | --- |
| **Full Name** |  |
| **Email** |  |
| **Job Title / Role** |  |
| **Telephone** |  |
| **Personal Home Address** |  |
| **Postcode** |  |
| **Education/training** |  |
| **Tell us a little about yourself**  What has prepared you/ led you to start your own business?  (no more than 200 words) |  |

**2**

|  |  |
| --- | --- |
| **Full Name** |  |
| **Email** |  |
| **Job Title / Role** |  |
| **Telephone** |  |
| **Personal Home Address** |  |
| **Postcode** |  |
| **Education/training** |  |
| **Tell us a little about yourself**  What has prepared you/ led you to start your own business?  (no more than 200 words) |  |

**The Team**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No. of employees:** (including business owners/partners) | | | **0-50:** | |  |
| **51-100:** | |  |
| **101-250:** | |  |
| **251 +** | |  |
| **Please list all staff names below and indicate whether they are an Intern, Freelancer or on Payroll.** | | | | | |
| **Full Name(s)** | **Job title / Role(s)** | **Payroll, Intern or Freelance? (s)** | | **Hours per week (s)** | |
|  |  |  | |  | |
|  |  |  | |  | |
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**Trademarks/ Patents/ IP**

|  |  |  |
| --- | --- | --- |
| **Have you registered your label or other name used in your business as a trademark?** *Registering a trade mark is different to registering a company/domain name*. | |  |
| **If yes, which territories?** | *UK / EU / Other etc...* | |
| **What are the trade mark registration number(s)?** |  | |
| **Which classes of goods/services?** |  | |
| **Do you have any IP registered?** | (e.g trademark, copyright, design right etc.)  *If yes, please list…* | |
| **Do you have legal representation, if so please name them:** |  | |
| **Have you developed any special technology that needs to be patented?** |  | |
| **If yes, have you applied for a patent?** |  | |
| **If yes, has it been approved?** |  | |
| **Are you the sole owner?** |  | |

**Part 2: Understanding your Business Proposition, Product/ Service**

|  |  |  |  |
| --- | --- | --- | --- |
| **What is your main product (s)/ service (s)**  (tick all that apply) | Menswear | |  |
| Womenswear | |  |
| RTW | |  |
| Footwear | |  |
| Jewellery | |  |
| Textiles/ Materials | |  |
| Technology | |  |
| Retail | |  |
| Other (please specify): |  | |
| **Describe your business proposition in no more than 250 words:** (what does your company does which is unique, how do you generate revenues) | | | |
|  | | | |
| **Describe your brand/ company in one sentence:** | | | |
|  | | | |
| Are sustainability and ethical best practice enshrined as a core principles within your company’s mission/ product/ service? If so, please indicate how. (no more than 200 words) | | | |
|  | | | |
| **If you sell directly to consumers, describe your target consumer in a few bullet points: (Lifestyle, aspirations, gender, age, etc.)**  **If you sell BTB, describe your target customer segment:** | | | |
|  | | | |
| **Who are your main competitors?** | | | |
|  | | | |
| **List any industry supporters or champions you have.** | | | |
|  | | | |
| **List any other business support programme that you have been part of (including any incubators, accelerators, etc).** | | | |
|  | | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **What digital platforms are you utilising to promote your business?** |  | | Number of followers | |
| Website | ☐ |  | |
| Twitter | ☐ |  | |
| Pinterest | ☐ |  | |
| Snapchat | ☐ |  | |
| LinkedIn | ☐ |  | |
| Instagram | ☐ |  | |
| Facebook | ☐ |  | |
| Others: |  | | |
| **Do you have PR Representation?** | | Yes ☐ | | No ☐ |
| **Your sales strategy: tell us in a few points how you get your product/service to the market:** | | | | |
|  | | | | |
| **List catwalk shows or presentations you have shown at in last 12 months** (if applicable). | | | | |
|  | | | | |
| **List exhibitions or trade fairs/ shows you have participated in the last 12 months.** | | | | |
|  | | | | |

**Part 3: Understanding your Project** (this is a space for you to tell us about your proposed innovation/ R&D proposal)

|  |  |  |  |
| --- | --- | --- | --- |
| **What is the main aim of your project/idea:**  (tick all that apply) | Develop/Test a new product | |  |
| Develop/Test a new service | |  |
| Develop/Test a new material | |  |
| Develop/Test a new process | |  |
| Develop/Test a new technology | |  |
| Apply an existing technology in a new way | |  |
| Explore/Test a new business model | |  |
| Other (please specify): |  | |
| **Describe your innovation idea/ research & development project in no more than 250 words:** | | | |
|  | | | |
| **Have you explored this idea/product/service/technology before and if so when/how?** | | | |
|  | | | |
| **List the top three resources that you think would be required for your project to be successful (e.g. access to expertise/know-how, access to lab facilities, access to maker/studio space, access to technology, financial resources, etc)** | | | |
|  | | | |
| **Tell us what you want to achieve through to this programme and your reasons for applying** (in less than 200 words). | | | |
|  | | | |
| **How do you think the idea/project you are proposing will impact your business (**how would it help your business achieve a step-change)? | | | |
|  | | | |
|  | | | |
|  | | | |

**Part 4 – Financial Information**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Provide gross sales figures for the previous 12 months** | £ | | | | |
| **Provide your sales breakdown for the previous 12 months:** | Wholesale | | | | £ |
| Own e-com | | | | £ |
| Own bricks and mortar store | | | | £ |
| Other | | | | £ |
| **How many stockists/ regular clients do you have?** |  | | | | |
| **List your top 4 stores/stockists/ regular clients**  **in order of value of sales** | 1.  2.  3.  4. | | | | |
| **Please tick of any of the following in relation to your business:**  *that have taken place in the last 12 months or that may arise in the near future:* | Overdrafts | | |  | |
| Significant financial liabilities | | |  | |
| Previous bankruptcy | | |  | |
| Contractual or legal disputes | | |  | |
| **Have you previously received funding and /or investment?** | Yes | No |
| **If yes, specify:** |
| From | Amount | Date investment received | |
|  | £ | DD/MM/YYYY | |
|  | £ | DD/MM/YYYY | |

**GVA (Gross Value Added in relation to previous 12 months)**

|  |  |  |
| --- | --- | --- |
| **GVA**  (*Gross Value Added in relation to previous 12 months-you might need help from your accountant to fill this section in*) | Net profit | £ |
| Wage costs | £ |
| Depreciation | £ |

**Research and Development**

|  |  |
| --- | --- |
| **What is your annual Research & Development (R&D) spend in the last complete financial year?** | £ |
| **What is the number of new products, service and/or process innovations that you have undertaken in the last three financial years?** |  |
|  |  |

**Part 5: Supporting Statement**

**FTT R&D SME Support Programme**

|  |  |  |  |
| --- | --- | --- | --- |
| **How did you hear about this programme?** | | | |
| BFTT R&D website |  | UAL |  |
| Email/newsletter |  | The Trampery |  |
| British Fashion Council |  | Loughborough University |  |
| UKFT |  | Centre for Fashion Enterprise |  |
| Fish Island |  | Fashion District |  |
| Press |  | London Fashion Fund |  |
| Other, please specify: |  | | |

**Diversity Monitoring**

Please Note**:** Completion of this section will not affect the chance of your business being supported. It is used for monitoring purposes only. All information will be kept confidential.

**Answer the following in respect of the majority owners or senior partners of the Company or sole trader as appropriate. Please answer by putting an X in the relevant boxes below:**

|  |  |  |
| --- | --- | --- |
| **Gender Identity** | Man |  |
| Woman |  |
|  |  |
| Prefer not to say |  |

|  |  |  |
| --- | --- | --- |
| **Ethnicity** | Asian or Asian British (Indian) |  |
| Asian or Asian British (Pakistani) |  |
| Asian or Asian British (Bangladeshi) |  |
| Asian or Asian British (Chinese) |  |
| Asian or Asian British (Other) |  |
| Black or Black British (African) |  |
| Black or Black British (Caribbean) |  |
| Black or Black British (Other) |  |
| Mixed – White and Black Caribbean |  |
| Mixed – White and Asian |  |
| Mixed – White and Black African |  |
| Mixed – Other |  |
| White – Irish |  |
| White – Gypsy or Irish Traveller |  |
| White – Other ethnic group |  |
| White – British |  |
| Other, please specify: |  |  |
|  | Prefer not to say |  |

|  |  |  |
| --- | --- | --- |
| **Age** | 16-24 |  |
| 25-29 |  |
| 30-34 |  |
| 35-39 |  |
| 40-44 |  |
| 45-49 |  |
| 50-54 |  |
| 55-59 |  |
| 60-64 |  |
| 65+ |  |
| Prefer not to say |  |

|  |  |
| --- | --- |
| **Do you consider yourself to be a disabled person?**  The Equality Act 2010 says that we are disabled if we have a physical or mental impairment that has a ‘substantial’ and ‘long-term’ negative effect on our ability to do normal daily activities.  **If yes, please select the appropriate description (you may select more than one option)** | |
| Blind or visually impaired |  |
| Deaf or hard of hearing |  |
| Learning disabilities (including dyslexia) |  |
| Long-term illness or debilitating disease |  |
| Mental health (including serious depression) |  |
| Musco-skeletal (coordination/dexterity/mobility) |  |
| Other (e.g. physical or mental conditions such as diabetes or epilepsy) |  |
| Prefer not to say |  |
| **If you selected ‘other’ or would like to provide any further information, please do so here:** | |
|  | |

**Data Protection**

UAL is committed to ensuring that your privacy is protected. If you register your interest to be a part of the FTT R&D SME Support Programme we will process your personal data on the basis of consent and will be deleted within four years of collection. You can withdraw consent and have your personal data deleted at any time by contacting BFTTsme@arts.ac.uk.

We process your sensitive personal data under GDPR Art.9 ‘Explicit Consent’.

Your data will be stored on UAL secured servers and we may share your data with partners with whom we collaborate in relation to the Programme (Arts & Humanities Research Council, their agents and other statutory bodies) to assist them in carrying out an assessment/analysis of the impact of our programmes on the programme participants (including, for example, to measure financial growth, number of employees increased, new products and/or services developed), and/or to feed in to a report(s) on the programme(s), and where required by law.

UAL’s privacy information and a summary of your rights are viewable at www.arts.ac.uk/privacy-information

**Your signature**

I confirm that I am authorised to sign on behalf of the business and declare that the information provided on this form - is true and accurate to the best of my knowledge. I confirm that I am an SME business – employing fewer than 250 persons; annual turnover below €50m (approximately £45m); balance sheet below €43m (approximately £39m); and that the business is less than 25% owned by entities not meeting these criteria.

|  |  |  |  |
| --- | --- | --- | --- |
| **Full name** |  | **Position** |  |
| **Signature** (required in person) |  | **Date** |  |

**Ensure you have completed all sections of the form fully to the best of your knowledge**