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East Dunbartonshire Council
www.eastdunbarton.gov.uk

Local Growth Fund – Digital Support Grant Application Guidance Notes

East Dunbartonshire Council - Business Support Team

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1. Introduction

This project is funded by the UK Government through the Local Growth Fund (LGF).

The LGF aims to support economic growth through three interconnected investment themes:

- Enabling local growth infrastructure
- Support for businesses
- Skills and employment support.

The LGF provides targeted financial support to help local businesses in East Dunbartonshire innovate and grow.

The **Digital Support Grant** is for projects that support digital growth, improve operational efficiency through technology, strengthen digital security, protect business data and safeguard against online threats.

PLEASE NOTE: Businesses who have not previously received grant funding will be prioritised.

Only businesses based within the East Dunbartonshire area will be eligible for this fund.

2. Who Can Apply

The fund is open to:

- Micro, small and medium-sized enterprises (SMEs) in East Dunbartonshire
- Social enterprises engaged in trading activities.

You must:

- Have been trading for at least 12 months
- Be based in East Dunbartonshire
- Have no outstanding debts to East Dunbartonshire Council
- Comply with all legal, environmental, and health and safety requirements.

3. What We Can Fund

The **Digital Support Grant** may fund:

- Website development or redevelopment to improve online presence or e-commerce capability
- Digital tools and software to improve business operations, productivity or customer management (e.g. CRM, accounting, booking or stock management systems)
- Hardware required to support digital development activity
- Hardware/software that improves IT security
- Cybersecurity tools (e.g. firewalls, anti-malware, encryption)
- Secure cloud-based storage or back-up systems
- Artificial Intelligence operations
- Certification schemes (e.g. First year subscription to Cyber Essentials Certification).

4. What We Cannot Fund

- Routine maintenance or repairs
- Costs incurred before grant approval
- Projects without clear digital development impact
- Statutory compliance costs (e.g. health & safety)
- Staff wages or ongoing overheads
- Purely promotional or marketing activity
- Mobile phones.

5. Funding Available

- The grant can cover up to 100% of project costs, up to a maximum contribution of £2,500
- The grant cannot cover the VAT element of the project quotes
- Any costs beyond £2,500 will require to be met by the applicant
- Grant support from East Dunbartonshire Council cannot exceed 10% of recent annual turnover.

6. How to Apply

Submit a completed application form with the following evidence:

- Proof of business registration
- Business bank statements (last three months)
- Latest set of company accounts
- Details of proposed digital support project
- Project quotes

7. Assessment Criteria

Applications will be assessed on:

- Impact – clear benefits as a result of digital project
- Value for money – cost vs. benefits delivered
- Deliverability – ability to complete within timescales
- Additional benefits – e.g. resilience, innovation, local economic impact.

8. Conditions of Grant

Conditions of this grant include:

- Applications must be submitted by the end of the year (31 December 2026) and projects completed by 31 January 2027
- Funds cannot be claimed for items purchased before the grant approval letter is received
- Grants are paid in arrears, upon submission of receipts/invoices and proof of payment
- Breach of conditions will result in repayment of the grant
- Funding cannot support more than 10% of last year's turnover
- Only businesses registered within the East Dunbartonshire area will be eligible for this fund.

If you anticipate issues or need support, you can contact the team via email – Business.Support@eastdunbarton.gov.uk

Terms of grant will be issued subject to an application being approved.

PLEASE NOTE: Grants are discretionary and subject to available funding. Meeting the eligibility criteria does not guarantee an award.