



**East Midlands
Councils**



EUROPEAN UNION
Investing in Your Future

European Regional
Development Fund 2007-13

Existing Business Support Opportunities

James Bosworth

Manufacturing Advisory Service

MANUFACTURING

ADVISORY SERVICE

**James Bosworth, MAS Advisor –
Leicestershire**

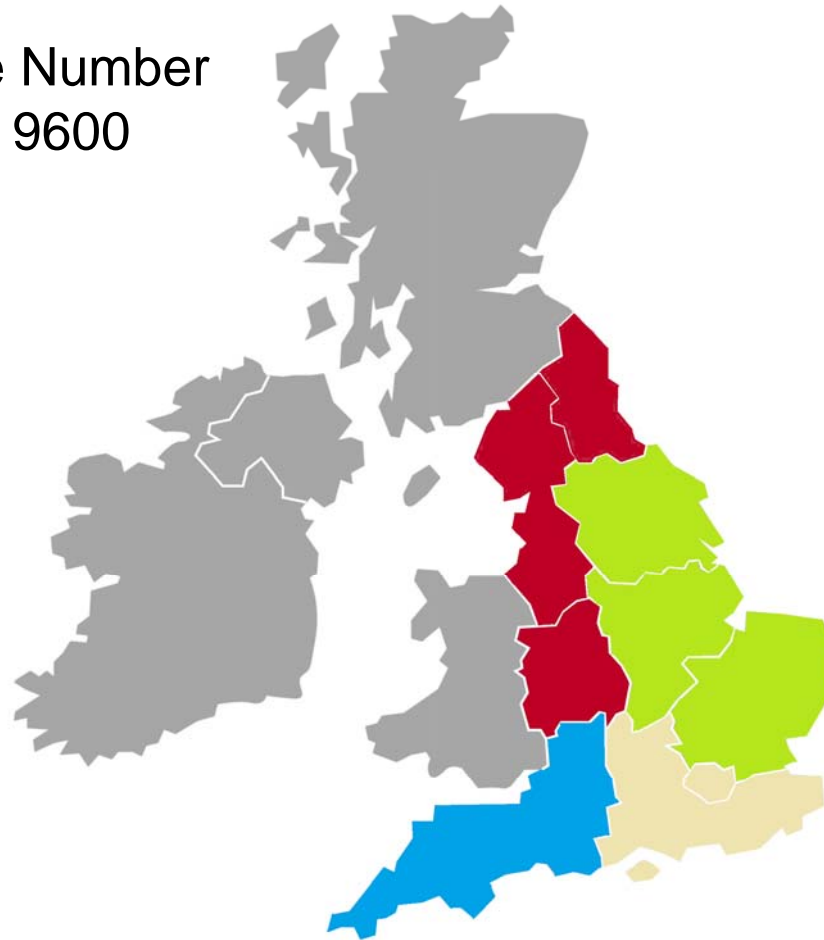
June 2014

THE MANUFACTURING ADVISORY SERVICE

- **A national service to all manufacturing businesses in England from 1st January 2012**
- **Built upon the foundations of an established & successful service**
- **Single common delivery model**

GEOGRAPHICAL

•National Helpline Number
0845 658 9600



Y



WMMC



PERA



SWMAS



Grant Thornton

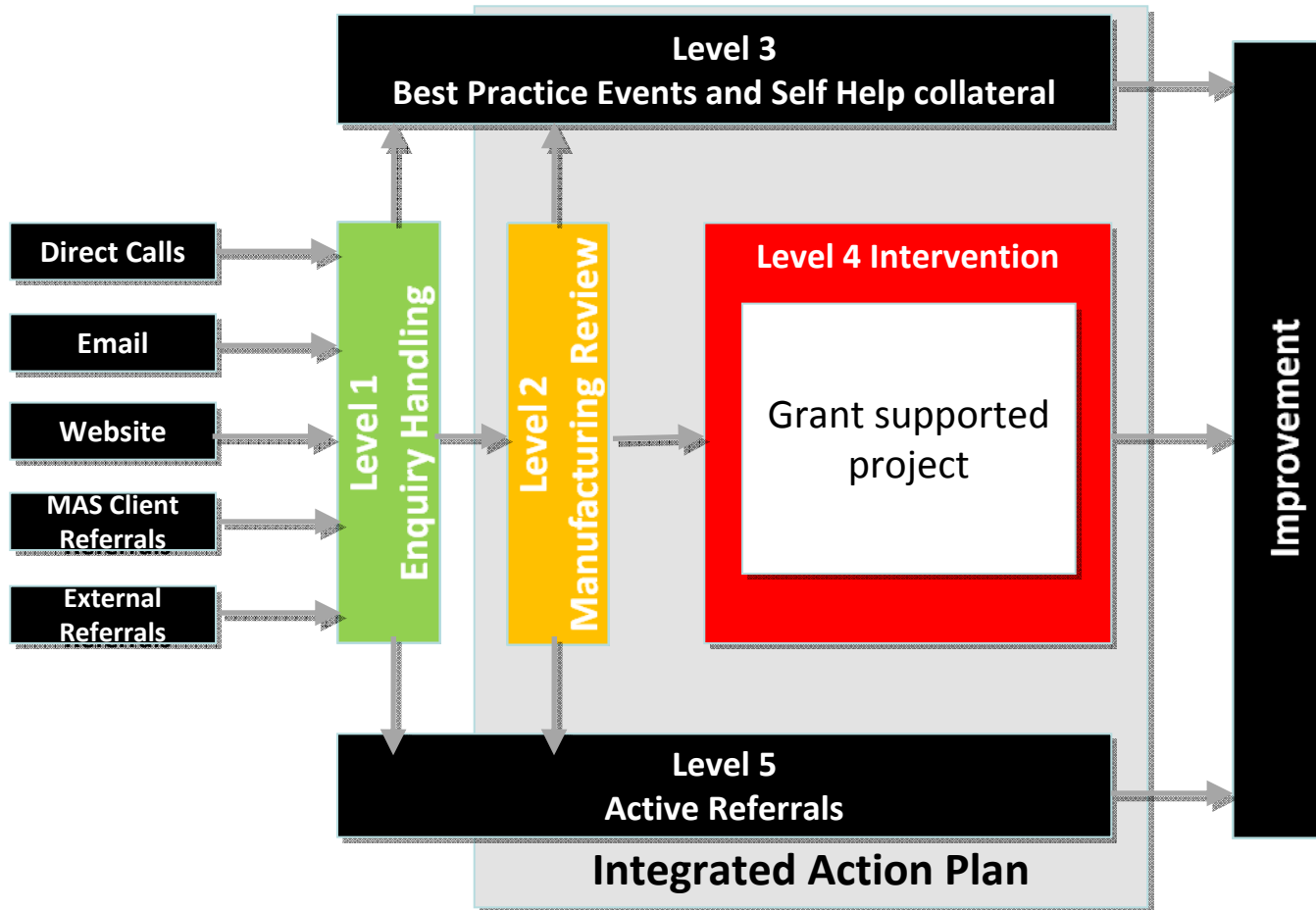
SCOPE & ELIGIBILITY

(CHECKLIST)

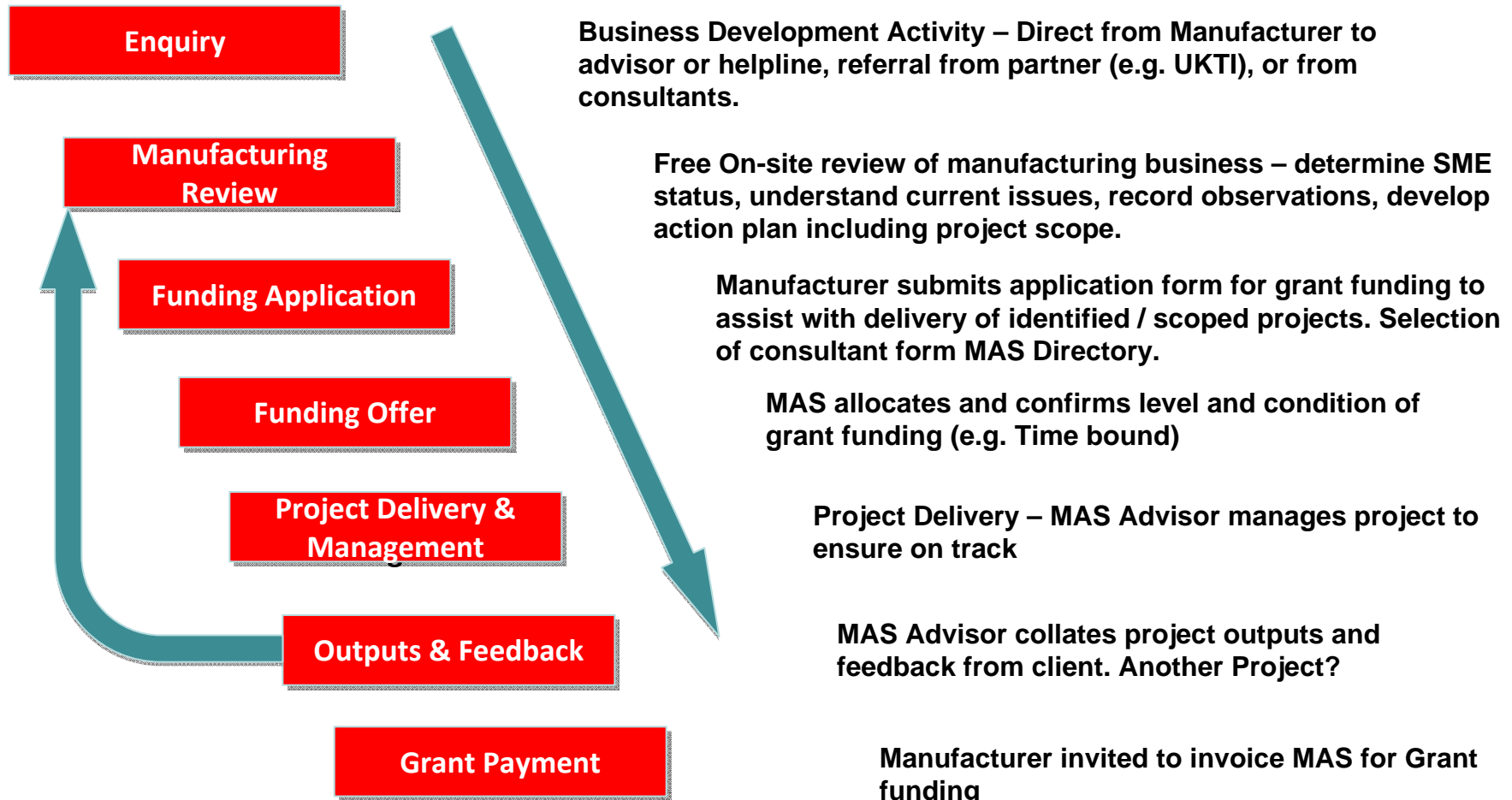
- Available to both SME's and LE's
(grant funding only for SME's)
- Residing in England
- Must be manufacturer

- Those demonstrating a good fit
with at least one over-arching
objective :-

CLIENT JOURNEY



HIGH LEVEL PROCESS



MANUFACTURING REVIEW –

- Conducted by ~~one of our~~ **LEVEL 2** Manufacturing Advisory Service advisor team

- Undertake a review of the



- ~~the current state and~~ **the current state and** desired “future state”

MANUFACTURING REVIEW – LEVEL 2

- Review the companies performance against parameters of
 - Strategy – Operations – Skills
 - Supply chain – Innovation and
 - Environmental impact
- Identify priorities and plan of action to achieve the future state
- Identify where MAS can directly

SUPPORT FOR IMPROVEMENT PROJECTS

- Improvement projects identified during the manufacturing review can be supported by a MAS Improvement Grant
- Eligibility
- Project Duration

WANT DOES MAS GRANT FUNDING COVER ?

- **Operational improvement**
- **Improving business systems**
- **In-House Training**
- **Intellectual Property Rights**
- **Business strategy and Marketing Plans**
- **Tooling**
- **Commerce strategy / network**

GRANT GUIDELINES

- Between £300 and £3000
- Up to 50% of total project costs and up to £300 per day subsidy.
-
- Repeat Projects
- 1st Project in rolling 12 month period – **up to**

THE APPLICATION FORM

Solutions
for Business

Funded by
Government

ADVICE LINE 0945 658 9600
Email: advice@mymas.org | www.mymas.org

MAS Grant Application Foundation and Step Change

Section 1 - Applicant Details

Name of Business	<input type="text"/>		
Address	<input type="text"/>	Tel No.	<input type="text"/>
	<input type="text"/>	Email	<input type="text"/>
	<input type="text"/>	Fax No.	<input type="text"/>
	<input type="text"/>	Contact Name	<input type="text"/>
Postcode	<input type="text"/>	Position	<input type="text"/>
	<input type="text"/>	Number of Employees	<input type="text"/>
		Nature of Business	<input type="text"/>

Section 2 - SME Status

Are you a Small to Medium Sized Enterprise (SME)? Yes No
 An SME is defined as a business that has an annual turnover not exceeding €60 million, and/or an annual balance sheet not exceeding €43 million and has fewer than 250 employees and is not owned by an organisation that is itself not a SME.
 Please see http://ec.europa.eu/enterprise/enterprise_policy/sme_definition/sme_user_guide.pdf for help in determining if you are an SME

Section 3 - Project Details & Objective

Part 3.1 - Project costs

Title of project ("Project")

Please state the project objectives, benefits and key milestones (less than 100 words)

Project objectives...

Anticipated Project start date	<input type="text"/>	Anticipated Project completion date	<input type="text"/>
Number of consultancy support days	<input type="text"/>	Cost of Tooling	<input type="text"/>
Overall cost of Project (ex VAT)	<input type="text"/>	Grant value of this application excluding VAT	<input type="text"/>

Grant subsidy is available at a maximum of 50% of eligible cost (see following note relating to multiple projects in any 12 month period from the date of your first application) up to a maximum of £300 per day for consultancy

Grant assistance for multiple projects approved in a 12 month rolling period reduces with the following proportions

	Maximum Available Grant	Applicant funding
Project 1	80% funding	20%
Project 2	40% funding	60%
Project 3	20% funding	80%
Project 4	0% funding	100%

Number of projects approved for Applicant during last 12 months

This grant offer must be claimed within 120 days of the acceptance date
 Reminder: the contract of supply is to be established between you (the Applicant) and your chosen supplier (see section 5)

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The Manufacturing Solutions Centre

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for Business

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Section 4 - Financial Information and project objectives

	Baseline Year (Before project)	This year	Projected year (After project)
Sales Turnover	<input type="text"/>	<input type="text"/>	<input type="text"/>
No. Employees	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Payroll Costs	<input type="text"/>	<input type="text"/>	<input type="text"/>
Net Profit (before tax & interest)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Depreciation and amortisation	<input type="text"/>	<input type="text"/>	<input type="text"/>
Gross Value Added	<input type="text"/>	<input type="text"/>	<input type="text"/>
Project GVA increase = (Projected year (after project) - baseline year)			<input type="text"/>
ROI Ratio = GVA Increase/Grant Value			<input type="text"/>

Anticipated Business Impact	Number projected (year after project)
Number of jobs created	<input type="text"/>
Number of jobs safeguarded	<input type="text"/>
Number of new apprentices engaged	<input type="text"/>

Section 5 - Chosen supplier(s)

Please attach a full quotation from each chosen supplier for the project

Supplier details

Name	<input type="text"/>	Name	<input type="text"/>
Address	<input type="text"/>	Address	<input type="text"/>
	<input type="text"/>		<input type="text"/>
	<input type="text"/>		<input type="text"/>
Named Contact	<input type="text"/>	Named Contact	<input type="text"/>
Telephone Number	<input type="text"/>	Telephone Number	<input type="text"/>
Email Address	<input type="text"/>	Email Address	<input type="text"/>
Supplier Reference	<input type="text"/>	Supplier Reference	<input type="text"/>
*see MAS Directory		*see MAS Directory	

Confirm that you had a free choice of supplier Yes No

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Total Payroll Costs			
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Gross Value Added			
Project GVA Increase = (Projected year (after project) – baseline year)			
ROI Ratio = GVA increase/Grant Value			

Anticipated Business Impact	Number projected (year after project)
Number of jobs created	
Number of jobs safeguarded	
Number of new apprentices engaged	

GRANT OFFER

MAS WORKS

Manufacturing Advisory Service
Pera Innovation Centre
Nottingham Road
Melton Mowbray
Leicestershire
LE13 0PB

9 February 2012

Ms Mi

Dear

OFFER LETTER
MANUFACTURING ADVISORY SERVICE GRANT PROGRAMME
GRANT NO: **MAS4 00009/EM**

Further to your application for funding through the above programme, I am pleased to confirm the details of the grant that has been approved. Please read and familiarise yourself with the offer pack enclosed as it contains important information about claiming your grant.

The terms and conditions of this offer letter are set out in the application form which you signed on 19/02/2012. Please ensure that you have read and understood these before accepting this offer.

Grant Offer Reference:	MAS4/00009/EM
Project Summary:	Lean manufacturing project
Chosen Supplier:	
Total Cost of Project (exc VAT):	£4000.00
Grant Contribution:	£2,000.00
Company Contribution:	£2000.00
Offer Expiry Date:	25 November 2012

Guidance

Your offer pack contains:

How to Claim your MAS Grant - You should note that a grant can only be claimed against expenditure which you have incurred after the date of this offer letter. Any expenditure incurred prior to this date will not be eligible for grant payment.

Sample Invoice - When claiming your grant from MAS, use this template as a guide when raising your invoice.

Claim Date - You must make your claim by the "Offer Expiry Date" as detailed on page 1 of this letter.
NB. Claims after this date will not be accepted.

www.mymas.org | advice@mymas.org | 0845 658 9600 | @mymas_mfg | MAS on LinkedIn

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When will I be paid - MAS will endeavour to pay all grant claims within 30 days of receipt, provided they are complete and approved.

PLEASE NOTE THAT FINAL GRANT PAYMENTS WILL NOT BE PROCESSED UNTIL THE MAS ADVISOR HAS COMPLETED THE PROJECT EVALUATION MEETING. TO ARRANGE, PLEASE CONTACT YOUR MAS ADVISOR:

Ian Davie, on 07500 989355

Monitoring and Evaluation - This grant is supported by MAS and it has been specified that an evaluation should be undertaken to monitor the effects of this funding support. You may be contacted in the near future to ascertain how the grant has helped you to develop your business.

Should you require any help please contact your MAS Advisor.

Yours sincerely

Karen Coffey
Project Co-Ordinator

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mas
manufacturing advisory service



HOW TO ENGAGE

- James Bosworth
- 07920 563 811
- James.bosworth@mymas.org
- National Helpline



THANK YOU



www.mymas.org | advice@mymas.org | 0845 658 9600  [@mymas_mfg](https://www.instagram.com/mymas_mfg)  MAS on LinkedIn

•for manufacturers