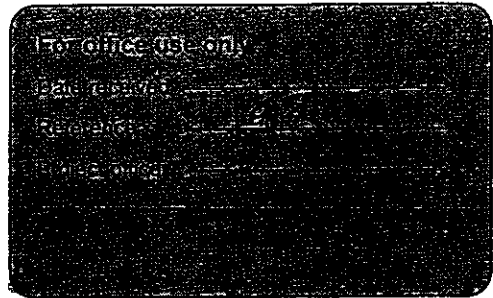


Smart application form

feasibility studies, development projects, exceptional projects and micro projects



- * Please read the guidance notes carefully before you fill in this form.
- * Please type your answers, or write in black ink using CAPITAL LETTERS. You can also find this form by visiting our website at: www.businesslink.org/smart
- * You must fill in the application form and provide a detailed project proposal, as set out in the guidance notes.
- * Where boxes are provided, please mark the correct box with a tick.

SMART
ENTERPRISE

1 Business name and address

Business name: Satellite Propulsion Research Ltd

Business address: [REDACTED]

Postcode: [REDACTED]

Website:

You must either plan to start up or be operating a business in England.

2 In what role are you applying?
You will need to explain the business background in your proposal.

Limited company

Sole trader or individual

Partnership

Limited liability partnership

3 Business registration number and date of registration

Registration number: 4097991

Date of registration: 27 October 2000

4 Business details

Number of employees: 3

Turnover (in your most recent annual accounts): £ 18750 [FY 2001]

Balance sheet total (total assets net of depreciation): £ 1228

Is your business part of a group?

No (Go to question 5) Yes (Answer the questions below)

Number of group employees (including the number of company employees shown above):

Turnover (in your most recent annual accounts): £ [FY]

Balance sheet total (total assets net of depreciation): £

You will need to provide details of the financial position of your business as part of your proposal.

5 Do you, or any other partner, member, or director, of your business have any interests in, or control over any other business?

Yes No

If 'Yes', please give details within the proposal. You must provide background detail to cover all directorships and shareholdings in other businesses in relation to all directors and shareholders (that is, the number of directorships, names of businesses and shareholding percentage). By 'partner', we mean a legal partner within a business. By 'member', we mean a member belonging to a limited liability partnership. By 'director', we mean a director of a company.

6a Have you or your business previously applied, or been connected with an application, for other public sector help (including local grants)?

Yes No

If 'Yes', please give details within the proposal.

In-Confidence (when filled in)

<p>6b Have you applied for support for this project from any other public sector source of help?</p> <p>(for example, local authority grants, NESTA and so on)</p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If 'Yes', please give details within the proposal.</p>
<p>7a Have you, or any other partner, member, or director, of your business, ever been prosecuted for fraud or disqualified from becoming a director?</p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If 'Yes', please give details on a separate sheet as an annex to your proposal. (We may not disqualify you from claiming an award if you say 'Yes'.)</p> <p>By 'partner', we mean a legal partner within a business. By 'member', we mean a member belonging to a limited liability partnership. By 'director', we mean a director of a company.</p>
<p>7b Have you, or any other partner, member, or director, of your business, ever been an owner, partner or director of a business which went into bankruptcy, liquidation or receivership?</p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If 'Yes', please give more details on a separate sheet as an annex to your proposal. (We may not disqualify you from obtaining an award if you say 'Yes'.)</p> <p>By 'partner', we mean a legal partner within a business. By 'member', we mean a member belonging to a limited liability partnership. By 'director', we mean a director of a company.</p>
<p>8 What type of project do you plan to carry out?</p>	<p>Feasibility study <input type="checkbox"/> Development project <input checked="" type="checkbox"/></p> <p>Micro project <input type="checkbox"/> Exceptional development project <input type="checkbox"/></p>
<p>9 Who should we contact to discuss your proposal?</p>	<p>Name: Roger J Shawyer</p> <p>Position: Director</p> <p>Phone number: [REDACTED]</p> <p>Fax number:</p> <p>E-mail address: [REDACTED]</p>

This application form must be supported by a detailed **project proposal** that clearly deals with the scheme conditions.

Our guidance notes tell you what information you need to provide. You should follow the headings of the **preferred format**, but at the very least you must make sure that your proposal covers the conditions.

A properly focused proposal will help us make a quick decision – it will also help you plan and manage your project.

If you do not fill in this application in full and you do not give us the information we need, it will take us longer to make a decision on your project or we may reject your application.

You must not start your project until we have given you a formal decision. Any money you spend or work you carry out before we reach a decision will not be eligible for support and may mean that we reconsider the need for our help.

In-Confidence (when filled in)

Checklist

Please tick off all the areas you have covered in your project proposal. You must also sign, date and print your name and position within the business on the front of your project proposal.

Project proposal (the written proposal should not be more than 10 pages long if it is properly focused)

Please note The proposal format is based on your earlier guidance notes.

Part A Introduction (one page) – the general overview

- Project aims and deliverables
- Reasons for the work
- Project cost and length
- Project location (where the work is to be done)
- Why you need the award and what would happen to the project without support
- How you plan to fund your share of the project costs

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>

Part B Technical work plan (two to three pages)

- Tasks and technical risks
- Proposed methodology
- A work plan (see annex B)
- Project costs (see annex C)
- Project cash flow (see annex D)
- The project team

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>

Part C Marketability (one to three pages)

- The market and market potential and the exploitation routes you will use
- The competitive edge over competing products and competitors
- Intellectual property rights (IPR)
- The potential sales over a three-year period after the project has finished

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>

Part D Business development plan (one to three pages)

- History of your business
- Business cash flow (see annex E)
- History of public support
- How you plan to develop your wider business
- The effect of the project on the wider business operations and development

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>

If you have a business plan, please send it to us. If you need help to prepare a business plan, you can contact your local Business Link operator.

Part E Supporting documents

- Last two years' accounts (if you have been trading for at least two years)
- Latest management accounts
- Evidence of funding

<input checked="" type="checkbox"/>	<u>FY 2001 only</u>
<input checked="" type="checkbox"/>	
<input checked="" type="checkbox"/>	

Any other information that you want to support your proposal (for example, letters of support, letters of interest, patent searches, company brochures and so on).

The guidance notes will help you to deal with the conditions and focus your proposal on providing the information we need to make a quick decision. If you do not deal with the conditions, it will take us longer to process your application or we may reject your project application. You may want to discuss your project and wider business needs with your local Business Link operator who can help you prepare your proposal (see the guidance notes for contact details). Your local Smart regional team can answer any questions you may have on the assessment process (see the contact details at annex G of the guidance notes).

Declaration – please read this carefully before signing

This form contains information which is personal data for the purposes of the Data Protection Act 1998. Under this Act, the Department of Trade and Industry must supply the following information:

The data controller is the Secretary of State for Trade and Industry.

We will use the information you provide for the following purposes.

1 Processing and assessing your application under the Smart scheme. We may refer your proposal to other government departments or outside organisations which are contracted by the Department of Trade and Industry (DTI) and Small Business Service (SBS) to provide technical expertise in confidence.

2 If your application is unsuccessful, we will pass your name and address (but not the details of your project proposal) to your local Business Link operator. This is so the Business Link operator can consider whether there are any suitable alternatives to Smart for taking your proposal forward, or whether they can help you in any other way.

Please tick this box if you do not want us to pass on your name and address to the Business Link operator

3 If you are successful in gaining an award, we will publish business and project details, (but only if you agree), within a Directory of Awards. The directory will be publicly available and aims to publicise projects and the scheme.

Apart from 1, 2 and 3 above, we will not reveal the information to any other organisation for any purpose other than detecting or preventing fraud.

The Secretary of State for Trade and Industry's representative for the purposes of the Data Protection Act is:

The Data Protection Act Officer
Department of Trade and Industry
1 Victoria Street

London SW1E 0ET.
Phone: 020 7215 0029

You must sign and date this form. If you fail to do so, we will return your proposal. This form must be signed by someone with the legal authority to bind the Business to the terms and conditions of the application assessment process.

If you e-mail us your application form, we will treat the information in the application form and all other information given to support the application as correct. If you give information which you know or suspect is untrue or misleading, we may prosecute you. We will also assume that you have authorised us to make any enquiries we believe necessary (including checks with credit reference agencies) to confirm the information and assess your proposed work.

If you give information which you know or suspect is untrue or misleading, we may prosecute you.

We will need a signed hard copy of your application before we can make a decision.

As far as I know, the information on this form and all other information given in support of this application for support is correct. I authorise you to make any enquiries you consider necessary (including checks with credit reference agencies) for my application as long as the data will not be used for any purpose other than the Smart assessment and will not be revealed to anyone outside the assessment process without my permission.

Signature:

R. J. Shawyer

Date:

12 Feb 2003

Name (CAPITAL LETTERS): ROGER J SHAWYER

Position in your organisation: DIRECTOR

How did you find out about Smart?

Newspaper Advertisement.