

**Black Country Local Enterprise Partnership  
 Local Growth Fund Project Application  
 Outline Business Case  
 MAY 2014 DRAFT WORK IN PROGRESS**



<b>Section A1 - PROPOSER'S INFORMATION</b>			
Organisation:			
Contact name and role:			
Address:			
Email:			
Telephone:			
<b>Section A2 - PROJECT DETAILS</b>			
Project name:			
Project location:			
Lead delivery organisation:			
Other delivery partners & roles:			
Project outline:			
BCSEP Priority Programme:			
Total Project investment (£):			
Total Private Sector investment (£):			
Other Public Sector investment (£):			
Total BCLGF request (£):		BCLGF as % of total investment:	
Any previous funding applications for the project:			

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**Section A3 - PROJECT DESCRIPTION**

*Please provide a summary description of your project – what, where, how, who – please specify project objectives and what will be funded (approx. 300 words). Append any graphics.*

*Outline why the project is needed, the beneficiaries and what it will deliver for the BCSEP (approx. 300 words)*

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**Section B - STRATEGIC CASE**

*What opportunity or barrier will BCLGF investment unlock? (approx. 300 words)*

*How will your project contribute to the achievement of the BCSEP growth objectives and Measures of Success? (approx. 300 words)*

*How does the project fit with national, sub-regional and local investment plans and strategies? What stakeholder consultation has been undertaken/support received? (approx. 500 words)*

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*What are the implications if the project does not secure BCLGF investment? (approx. 300 words)*

*Are the intended outcomes of the project dependent upon any other project or investment? (approx. 300 words).*

**STRATEGIC CASE ASSESSMENT (TO BE COMPLETED BY APPRAISER)**

*Does the project have a clear and evidenced strategic fit with the objectives, target sectors, priority locations and outcomes of the BCSEP and relevant programmes? If the project does not proceed will it constrain SEP delivery?*

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**Section C - COMMERCIAL CASE**

*What is the evidence of demand / market interest that supports your case for BCLGF investment in this project (approx. 500 words).*

*Outline any market testing which has been undertaken to evidence the demand case (approx. 300 words).*

*If private development partners will be required to deliver project outputs, at what stage are discussions/negotiations? (approx. 300 words).*

**COMMERCIAL CASE ASSESSMENT (TO BE COMPLETED BY APPRAISER)**

*Has market potential / demand been adequately assessed / evidenced? How robust is the evidence that the private sector will respond to the opportunity?*

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**Section D - ECONOMIC CASE**

*Please explain why BCLGF funding is required to deliver the project, with reference to any other options considered. Please explain why the level of BCLGF funding requested is the minimum necessary for the project to proceed. (approx 500 words)*

*Please set out your Options Analysis – minimum of 4 options including a do nothing option.*

<i>Options</i>	<i>Evaluation of the options in terms of your critical success factors – please specify</i>						
<i>1 – do nothing</i>							
<i>2 – minimum</i>							
<i>3- intermediate</i>							
<i>4- maximum</i>							

*Cost Benefit Analysis*

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Please set your indicative costs for the project as follows:

<i>Options</i>	<i>Option 1</i>		<i>Option 2</i>		<i>Option 3</i>		<i>Option 4</i>	
	<i>Undiscounted (£)</i>	<i>Net Present Cost (NPV) (Value) (£)</i>	<i>Undiscounted (£)</i>	<i>NPV (£)</i>	<i>Undiscounted (£)</i>	<i>NPV (£)</i>	<i>Undiscounted (£)</i>	<i>NPV (£)</i>
<i>Capital</i>								
<i>Revenue</i>								
<i>Total Costs</i>								
<i>Less cash releasing benefits</i>								
<i>Costs net cash savings</i>								
<i>Non-cash releasing benefits</i>								
<i>Total</i>								

Please set out your Preferred Option and why it optimises Value for Money.

Please indicate the direct and indirect gross outputs anticipated of your proposed option.

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	2015/16		2016/17		2017/18		2018/19		2019/20		2020/21		TOTAL	
	Direct	Indirect	Direct	Indirect	Direct	Indirect	Direct	Indirect	Direct	Indirect	Direct	Indirect	Direct	Indirect
Construction jobs (FTE)														
FTE Jobs - new														
FTE jobs - safeguarded														
Housing units														
Ha. of land improved														
Businesses created														
Businesses assisted														
Learner assists														
Additional apprenticeships*														
Other please specify														

*\*apprenticeships outputs must be not double counted with learner assists*

*Please explain all assumptions used in your output assessment:*

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*Please indicate any other non-quantifiable benefits from your project. (approx. 300 words)*

**NOTE FOR TRANSPORT PROJECTS**

*For transport projects seeking BCLGF, other project details will be required at the Full Business Case stage to demonstrate compliance with WebTAG procedures.*

**ECONOMIC CASE ASSESSMENT (TO BE COMPLETED BY THE APPRAISER)**

*Does the project appear likely to offer reasonable value for money (making reference to benchmarks, where appropriate)?*

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Section E - FINANCIAL CASE							
Total project cost (£) (State capital or revenue)							
Total BCLGF contribution (£)							
<b>Anticipated Cost and Funding profile</b>							
	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>TOTAL</b>
<b>Capital Costs:</b>							
<i>BCLGF</i>							
<i>Other public (indicate source)</i>							
<i>Private (own funds)</i>							
<i>Private (3<sup>rd</sup> party)</i>							
<b>TOTAL CAPITAL</b>							
<b>Revenue:</b>							
<i>Private</i>							
<i>Public</i>							
<b>TOTAL REVENUE</b>							
<b>GRAND TOTAL</b>							
<p><i>What is the status of any public and / or private sector match funding requirements? (approx. 300 words)</i></p>							

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*What risk contingencies are included in your cost estimates?*

**FINANCIAL CASE ASSESSMENT (TO BE COMPLETED BY APPRAISER)**

*Has the applicant confirmed project costs and funding profile? How secure are sources of match funding?*

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**Section F - MANAGEMENT CASE**

*Please set out a Gantt chart of your project plan including all key milestones i.e. Project feasibility studies, Project design and costings, Statutory and other consent, Match funding commitments, Delivery partner procurement, Projects Start date etc.*

*Please set out your risk management plan including any key risks to the delivery of your project / projected outcomes and your intended mitigation measures (approx. 300 words)*

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[Empty box for project management arrangements]

*Outline your proposed project management arrangements, including the lead partner resource/expertise/structures. (approx. 300 words)*

[Empty box for project management arrangements]

*Outline your proposed monitoring and evaluation arrangements to assess whether the project achieves its objectives and outputs. (approx. 300 words)*

[Empty box for monitoring and evaluation arrangements]

*Outline your proposed procurement strategy. (approx. 300 words)*

[Empty box for procurement strategy]

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**State Aid Condition**

*All applicants need to take steps to satisfy themselves that any BCLGF funding approved does not amount to unlawful State Aid. Further confirmation to this effect will be requested at the Full Business Case stage. A declaration of compliance with EU State Aid regulations will be required prior to any BCLGF funding being provided.*

*If your project is awarded funds from the BCLGF it will be subject to a condition requiring the repayment of any BCLGF funding in the event that the European Commission determines that the funding constitutes unlawful State Aid.*

Please confirm your acceptance to this condition:	Yes	No
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**MANAGEMENT CASE ASSESSMENT (TO BE COMPLETED BY THE APPRAISER)**

*How 'delivery ready' is the project? Are delivery risks effectively identified and mitigated? Does the project raise any potential State Aid issues to be addressed at Full Business Case stage?*

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<b>DECLARATION</b>	
I confirm that the information contained in this submission is complete and correct:	
<b>Signed:</b>	<b>Name:</b>
<b>Date:</b>	<b>Position:</b>

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<b>OBC APPRAISAL SUMMARY AND SCORING (TO BE COMPLETED BY THE APPRAISER)</b>		
<b>Appraisal Criteria</b>	<b>Weighting</b>	<b>Score (0-5)</b>
<i>Strategic fit with SEP objectives</i>	1	
<i>Scale of contribution to SEP output targets</i>	1	
<i>Value for money prospects</i>	1	
<i>Match funding availability</i>	1	
<i>Delivery timescale</i>	2	
<i>Delivery risk management</i>	2	
<b>TOTAL SCORE</b>		
<p><b>Scoring</b></p> <p>0 – No evidence provided            1 – Limited evidence but insufficient for LEP support            2 – Some evidence of potential to meet criteria but further clarification may be required            3 – Good evidence of potential to meet criteria            4/5 – Strong evidence of potential to meet criteria</p> <p>Projects must achieve a minimum score of 2 on each criteria to progress beyond OBC stage.</p>		