**RESTRICTED: Expression of Interest Form**

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| **FOR TVCA USE ONLY** | |
| **TVCA ref and project name** |  |
| **Date of receipt of completed application** |  |
| **Form signed** |  |

**ENSURE THE GUIDANCE NOTES ARE READ BEFORE COMPLETING THIS FORM.**

For further advice and guidance see <https://teesvalley-ca.gov.uk/investment/spending-public-money-wisely/> for the:

* Tees Valley Combined Authority Expression of Interest Guidance and
* Tees Valley Combined Authority Monitoring and Evaluation Framework

This form is for Expression of Interest requests for funding to Tees Valley Combined Authority (TVCA). A minimum font size of 11 should be used. Further guidance that project sponsors may find helpful is provided against each question and should be deleted on completion. When completing the Expression of Interest form, pay due regard to the relevant logic model as identified in the TVCA Monitoring and Evaluation Framework.

**Note:** Before making a submission, TVCA expects that all other funding sources will have been explored. Confirmation of this will be requested with full details/evidence during the application process.

Email signed and completed forms to [StrategicInvestment@teesvalley-ca.gov.uk](mailto:StrategicInvestment@teesvalley-ca.gov.uk). If any further assistance is required please contact the Strategic Investment Team at Tees Valley Combined Authority on 01642 524418.

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| **TVCA Disclaimer** |
| Submitted Expressions of Interest are subject to Tees Valley Combined Authority’s appraisal process and due diligence, on completion of which a decision to progress may be made under the Local Assurance Framework.  There should be no expectation of funding assistance unless and until both parties sign a funding agreement. All the project sponsor’s costs and charges incurred in connection with making this Expression of Interest shall be for the project sponsor’s account and cannot be claimed as part of the project. |

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| **Project Sponsor Details** | | | | | | | |
| **Lead organisation:** | | | | |  | | |
| **Registered address:** | | | | |  | | |
| **Type of organisation:** | | | | |  | | |
| **Date of formation:** | | | | |  | | |
| **VAT No:** |  | | | **Company Registration No:** | | |  |
| **Are you part of a group of companies?** | | | |  | | | |
| **If so, who is the parent company?** | | | |  | | | |
| **Contact person:** | | | | |  | | |
| **Position within organisation:** | | | | |  | | |
| **Contact address if different from above:** | | | | |  | | |
| **Telephone no:** | |  | **Email address:** | | |  | |
| **Details of any joint venture or consortium arrangements:** | | | | | | | |

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| **Project Details** | |
| **Project name:** |  |
| **Location:**  *(Please delete as appropriate)* | Darlington / Hartlepool / Middlesbrough / Redcar & Cleveland / Stockton-on-Tees / Tees Valley Wide |
| **TVCA amount requested (£):** |  |
| **Total project cost (£):** |  |
| **Other sources of funding (£):** |  |
| **Project description**  Provide a high level summary of the project – what it is, what delivery is proposed, what TVCA investment will pay for, how the project will contribute to the SEP activity, the project key milestones and target dates. | |

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| **Key Sector**  *(Please tick which apply)* | Advanced Manufacturing | |  |
| Process, Chemicals and Energy | |  |
| Logistics | |  |
| Health and Biologics | |  |
| Digital and Creative | |  |
| Culture and Leisure | |  |
| Business and Professional Services | |  |
| The Circular Economy | |  |
| Other Sector  *(Please specify)* |  | |

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| **Section 1.1 - 1.15** |
| * 1. **Summary of expenditure and funding**   Provide a summary of expenditure and funding   |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **Summary of Total Project Cost** | **Total £** | **2019/20** | **2020/21** | **2021/22** | **2022/23** | **2023/24** | | Capital |  |  |  |  |  |  | | Revenue |  |  |  |  |  |  | | **Total Expenditure** |  |  |  |  |  |  | |  |  |  |  |  |  |  | | **Summary of Funding** | **Total £** | **2019/20** | **2020/21** | **2021/22** | **2022/23** | **2023/24** | | Combined Authority Investment Capital |  |  |  |  |  |  | | Combined Authority Investment Revenue |  |  |  |  |  |  | | Confirmed other sources of funding |  |  |  |  |  |  | | Unconfirmed other sources of funding |  |  |  |  |  |  | | Asset (used as other sources of funding) |  |  |  |  |  |  | |  |  |  |  |  |  |  | |
| * 1. **Other sources of funding**   Specify other sources of funding below: e.g., assets, cash, in-kind. If unconfirmed, specify the date when this is expected.   |  |  |  |  | | --- | --- | --- | --- | | **Other funding source** | **Status**  **(confirmed / unconfirmed)** | **Amount £** | **% of total cost** | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | | **Total other sources of funding:** |  |  |  | |  |  |  |  | |
| * 1. **Financial assistance sought from TVCA:**  |  |  | | --- | --- | | **Financial assistance sought** | **Amount (£)** | | **Grant** |  | | **Loan** |  | | **Guarantee** |  | | **Joint Investment** |  | | **Other** *(Please Specify)* |  | |
| * 1. **Will there be a financial return to TVCA?  Yes  No**   **If loan/financial return to TVCA**  Identify: level of payback; timing of payback; how payback will be funded; and any guarantees that can be offered etc. below. |
| * 1. **What is the need for public funding and evidence to support this?**   Provide a summary of the evidence of need for this funding. Explain the impact of the proposed intervention; identify the market failures and how these have been built into the development; and explain why the proposal would not happen without public funding. |
| * 1. **Details of other funding sources considered**   Detail what other funding sources have been explored and the outcome. If none, explain why. |
| * 1. **Advance on Funding**   If the project is approved for entry into the Investment Plan, would an advance on funding be required to enable the project to proceed?    **Yes  No**  **If Yes, amount required (£):**  **Describe briefly what this will pay for and the relevant key activity milestones and timescales:** |
| * 1. **Affordability Assessment**   **(FOR ALL PROJECT SPONSORS WITH THE EXCEPTION OF LOCAL AUTHORITIES)**  Please complete the Financial Due Diligence Questionnaire and provide as an appendix. |
| * 1. **Anticipated headline project outputs and/or outcomes**   Complete the summary table below, distinguishing clearly anticipated outputs and outcomes of the project. If outputs are to be achieved over a longer timeframe, amend the table below and attach as an appendix.  For more guidance on outputs and/or outcomes, please review the Monitoring and Evaluation Framework (<https://teesvalley-ca.gov.uk/investment/spending-public-money-wisely/>).   |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | **Anticipated Outputs** | **2019/20** | **2020/21** | **2021/22** | **2022/23** | **2023/24** | **2024/25** | **Totals** | |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | | **Anticipated Outcomes** | **2019/20** | **2020/21** | **2021/22** | **2022/23** | **2023/24** | **2024/25** | **Totals** | |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | |
| * 1. **High level options considered and identification of preliminary preferred option**   List the options that have been considered for delivering the project and identify the preferred option; explain why this option has been selected. The options considered should be at a level commensurate with the type and scale of the proposal. |
| * 1. **State Aid**   Provide an early indication of the formal legal opinion, from a suitably qualified lawyer, confirming that the proposed terms of the funding comply with State Aid rules. |
| * 1. **Partners**   Specify details of delivery partners and their involvement, including their role and commitment to the project. |
| * 1. **Formal partnership arrangements**   Supply details of any formal partnership arrangements that are in place. |
| * 1. **Track record of Project Sponsor**   **(FOR ALL PROJECT SPONSORS WITH THE EXCEPTION OF LOCAL AUTHORITIES)**  Detail briefly your organisation’s activities and track record in comparable activity. |

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| **Project Sponsor Sign Off**  **To be signed by the lead organisation prior to submission for approval** |

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| I declare that to the best of my knowledge and belief, the information given within this Expression of Interest is correct. I understand that acceptance of this form does not in any way signify that Tees Valley Combined Authority has agreed to invest. I am an authorised signatory of the lead organisation to sign off this Expression of Interest and have notified the necessary senior finance officers. | |
| **Signed:** |  |
| **Name:** |  |
| **Position/Title:** |  |
| **Company / Organisation:** |  |
| **Date:** |  |
| **Freedom of Information** | |
| I understand the requirements of the Freedom of Information Act 2000.  I understand that Tees Valley Combined Authority is subject to the provisions of the Freedom of Information Act 2000 (“the Act”). The Act provides for information to be exempt from the general right of access if its disclosure would, or would be likely to, prejudice the commercial interests of any person. Project sponsors may request that certain information in their submission and any subsequent Agreement is treated as covered by this exemption. However, if the information is requested the availability of this exemption will be subject to a test of whether the public interest lies in disclosing the information or keeping it confidential. We understand that while Tees Valley Combined Authority will endeavour to take into account the Project Sponsor’s views as to the keeping of information confidential, it reserves the right to disclose information if required to do so. | |