

# Scottish Wholesale Local Food and Drink Growth Fund 2024

## Activity Application Form

Welcome to the Scottish Wholesale Local Food and Drink Growth Fund application form.

If you haven't already done so, please read and sign the separate **Terms and Conditions Declaration Form**. This is required to be sent in addition to the completion of the **Activity Application** form below.

The Scottish Wholesale Local Food and Drink Growth Fund is **open to applications until 23:59 hours, Friday 6th September 2024**.

The fund is open to food and drink wholesalers that meet the definition below and who have a physical depot or warehouse located in Scotland.

Food and drink wholesale is defined for the purposes of this fund as being a route to market in the consolidation and distribution of multi-supplier food and drink products for onward trade resell. For example, a primary or secondary producer, such as a meat producer, farmer, baker, food processor, or hatchery, who manufactures / makes / grows / processes / repackages products as more than 20% of their business activity, but who may themselves wholesale as a route to market for their products (i.e. to local butchers, retailers or hotels etc.) will not be eligible for this fund as wholesale isn't over 80% of their business.

For any further enquiries, please contact the Scottish Wholesale Association team at [fund@scottishwholesale.co.uk](mailto:fund@scottishwholesale.co.uk)

### **Section 1: Applicant Details**

**Please note that this survey cannot be saved and needs to be completed in one go. To help prepare your response for each question, you can download a preview of the application form [here](#).**

\* **Business Name**

\* **Name of Applicant**

\* **Job Title**

**\* Business Address**

**Registered Business Address (if different from above)**

**\* Phone Number**

**\* Mobile Phone Number**

**\* Email Address**

**\* Business Website Address**

**Company Registration Number**

**AWRS Number (if applicable)**

**What year were you established?**

**\* Number of Employees (full time equivalent)**

**\* Are you a real Living Wage Employer? Yes/No**

Yes

No

**If 'Yes' are you members of the Living Wage Foundation**

- Yes  No  In process of joining

**\* Do you currently have a SWA trained Wholesale Local Food Champion?**

- Yes  No  We're interested in having one

**\* Do you currently have a strategy and/or personnel dedicated to looking after Scottish procurement and/or the promotion of Scottish products?** (If 'yes' please include some detail)

**\* What geographic areas do you currently supply?** (Tick all that apply)

- Local Markets  Rest of UK  
 Rest of Scotland  International

**Are you a member of...**(tick all that apply):

- Association of Convenience Stores (ACS)  Scottish Grocer's Federation (SGF)  
 Federation of Wholesale Distributors (FWD)  Scottish Licensed Trade Association (SLTA)  
 Food & Drink Federation Scotland (FDF)  Scottish Meat Traders Association  
 Scottish Bakers  Scotch Whisky Association (the other SWA)  
 Scottish Beer & Pub Association (SBPA)  Scottish Wholesale Association (SWA)  
 Scotland Food & Drink  
 Other trade bodies (please specify)

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**Please select whether you are a UK national wholesaler or Scottish only wholesaler.**

**UK national wholesaler** (i.e. you have physical depots/warehouses located both within and out with Scotland)

**Scottish only wholesaler** (i.e. you only have physical depots/warehouses in Scotland, even though you may supply out with Scotland)

\* Select your choice here:

## Scottish Wholesale Local Food and Drink Growth Fund 2024

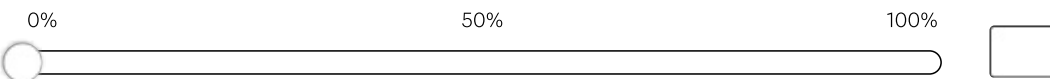
### Activity Application Form

#### Section 2: UK Market Trading

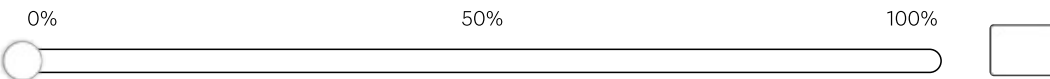
\* Q2.1: What is your total UK wholesale business annual turnover (£)?

Q2.2 Approximately what percentage of your wholesale business is:

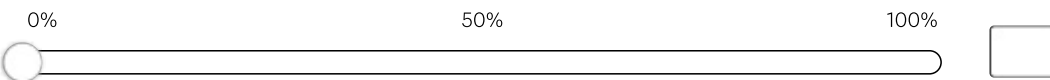
\* Retail



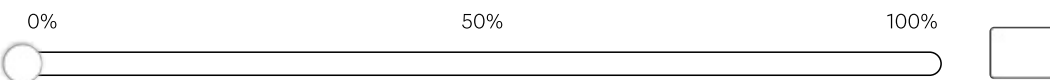
\* Hospitality & Leisure



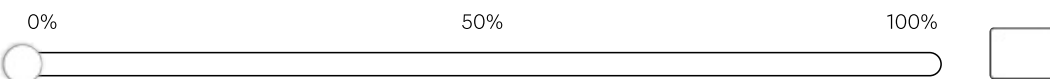
\* Contract Catering



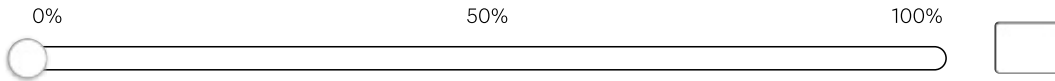
\* Public Sector



\* Export



\* Direct to Consumer



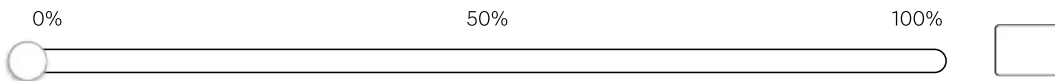
\* Q2.3 Approximately what is your total annual turnover (£) in Scotland?

\* Q2.4 Approximately what is your total annual turnover (£) of Scottish products?

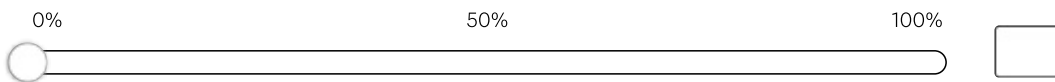
(defined as products grown/manufactured in Scotland, including small producers through to whisky, Irn Bru, Tunnock's etc)

**Q2.5 For the following departments, what percentage of their sales (£) are from Scottish products? (approximately):**

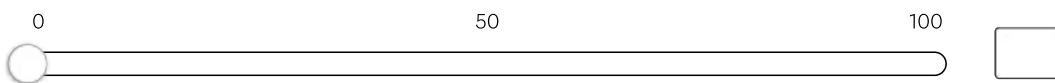
\* Alcohol



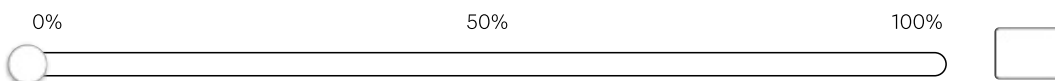
\* Bakery



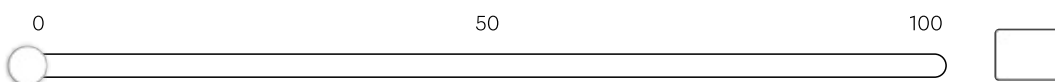
\* Crisps & Snacks



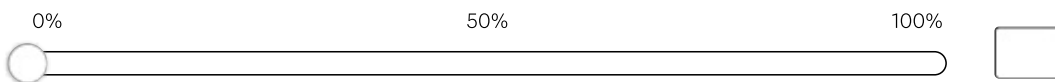
\* Confectionery



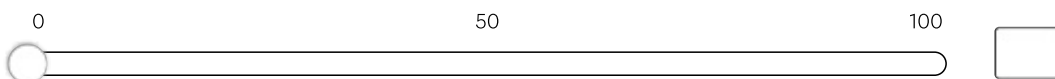
\* Dairy



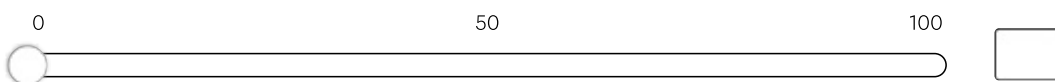
\* Chilled (excl. meat & fish/seafood & dairy)



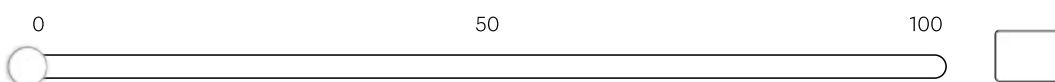
\* Fish & Seafood (fresh & frozen)



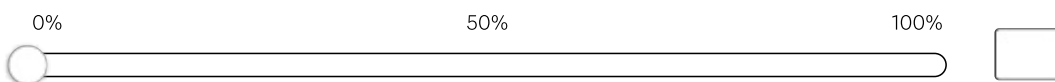
\* Meat (fresh & frozen)



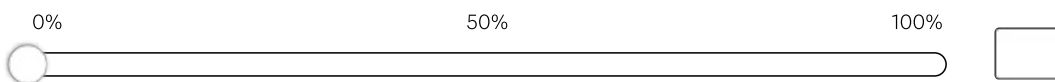
\* Frozen (excl. meat & fish/seafood)



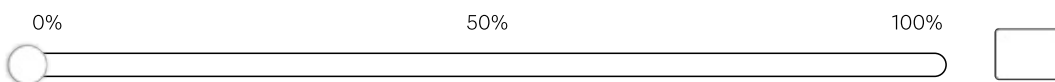
\* Fresh Produce



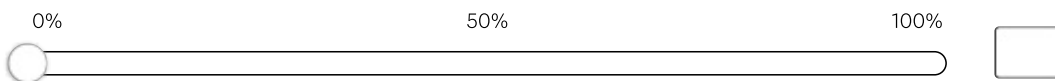
\* Grocery & Speciality



\* Soft Drinks



Other



**Q2.6 Across your total wholesale business, approximately how many live SKU's do you stock?**

**Q2.7 Across your total wholesale business, approximately how many live SKU's are Scottish products?** (Defined as products grown/manufactured in Scotland, including small producers through to whisky, Irn Bru, Tunnock's etc)

**Q2.8 Approximately how many Scottish producers/manufacturers do you currently work with?**



## Scottish Wholesale Local Food and Drink Growth Fund 2024

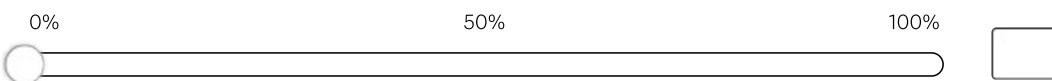
### Activity Application Form

#### **Section 3: Scottish Market Trading**

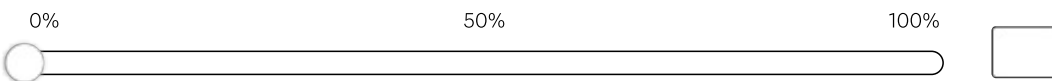
\* Q3.1: What is your total wholesale business annual turnover (£)?

Q3.2: What percentage of your wholesale business is:

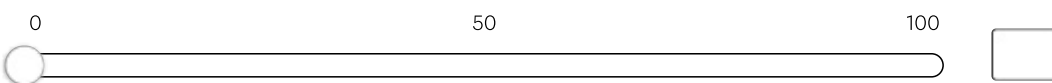
\* Retail



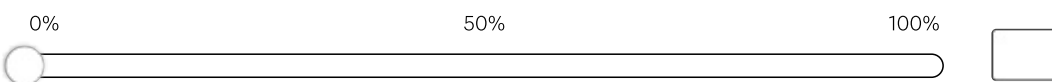
\* Hospitality & Leisure



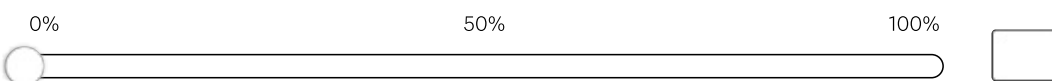
\* Contract Catering



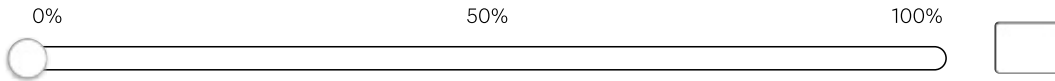
\* Public Sector



\* Export



\* Direct to Consumer



\* **Q3.3 If you sell across the UK, approximately what % of your total sales are from outwith Scotland?**



**Q3.4 Across your total wholesale business, approximately how many live SKU's do you stock?**

\* **Q3.5 Approximately what is your total annual turnover (£) of Scottish products?**

(defined as products grown/manufactured in Scotland, including small producers through to whisky, Irn Bru, Tunnock's etc)

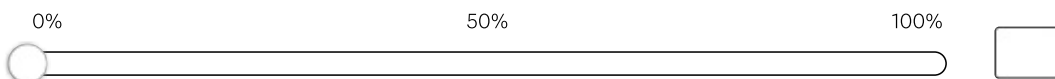
**Q3.6 Across your total wholesale business, approximately how many live SKU's are Scottish products?** (Defined as products grown/manufactured in Scotland, including small producers through to

whisky, Irn Bru, Tunnock's etc)

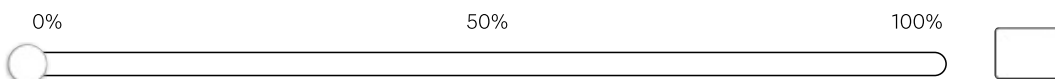
**Q3.7 Approximately how many Scottish producers/manufacturers do you currently work with?**

**Q3.8 For the following departments, what percentage of their sales (£) are from Scottish products (approximately)?:**

\* Alcohol



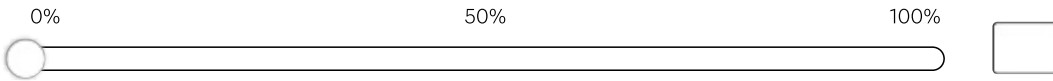
\* Bakery



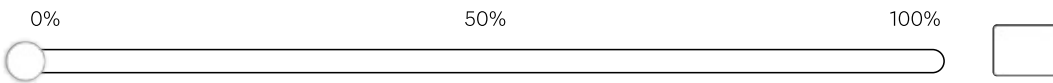
\* Crisps & Snacks



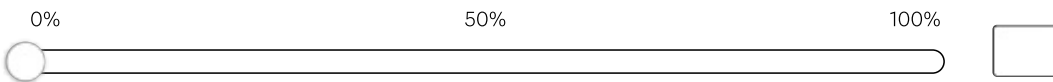
\* Confectionery



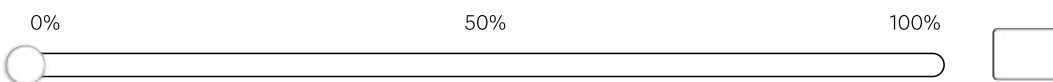
\* Dairy



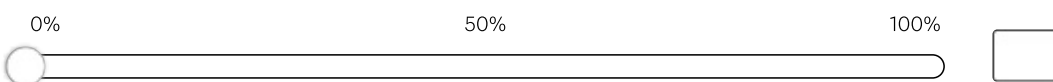
\* Chilled (excl. meat & fish/seafood & dairy)



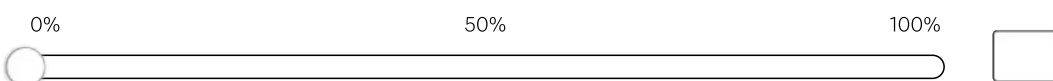
\* Fish & Seafood (fresh & frozen)



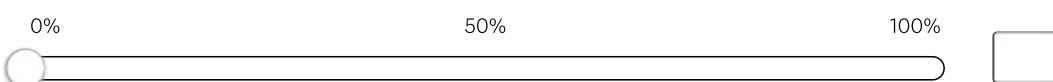
\* Meat (fresh & frozen)



\* Frozen (excl. meat & fish/seafood)



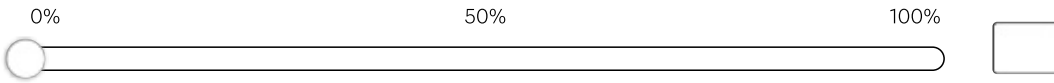
\* Fresh Produce



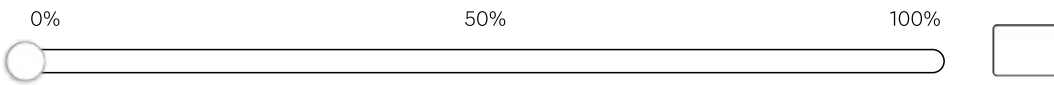
\* Grocery & Speciality



\* Soft Drinks



Other



## Scottish Wholesale Local Food and Drink Growth Fund 2024

### Activity Application Form

#### **Section 4: Funding Request**

Please outline your planned activity, or activities, for the match funding being requested. Each business applicant can request funding for more than one activity but all activities must be complete by **31st March 2025**. The maximum that can be applied for is £10,000 across all activities.

Where total funding requests exceed the total amount of the Wholesale Growth Fund, applicant's requests will be reviewed and may not receive all, or any, of the funding requested. Funding requests should therefore be submitted by activity preferences in order from most preferable (e.g. Activity 1) to least preferable (e.g. Activity 3) but note that any preferences are still not guaranteed for funding, or may be funded to a lesser amount than requested.

For any additional funding requests, please submit a separate application form. The **closing date** for all match funding requests is **Friday 6th September 2024**.

## Scottish Wholesale Local Food and Drink Growth Fund 2024

### Activity Application Form

#### Funding Request: Activity 1

**\* 1.1 Please outline the details of your proposed grant funded activity.**

If known at this stage, please include the names of any collaborator(s) that you plan to involve in this activity (e.g. staff/producer/products/partners/stakeholders/local authorities).

Outline whether you currently work with the collaborator(s), or currently stock their product(s), and how the proposed activity will help increase Scottish customers/sales/partnership/relationships.

Only micro and SME Scottish producers/manufacturers can participate in any activity proposals.

**\* 1.2 Please outline how you will tangibly measure the impact of your activity in relation to its objectives. (i.e. what you're going to do and how you will know that it's been a successful or not)?** Demonstrating clear, measurable objectives is a requirement of funding.

**1.3 If already known, please indicate the anticipated return/outcome of the activity and any plans to create longer term growth/legacy from this activity.**

(e.g. the number of new products/suppliers being supported &/or potential new customers and sales/volume increase; annual event support etc.)

**1.4 Over what timescale will this return/outcome be achieved?**

**1.5 Start and end date of activity.** (All activities must have been delivered by 31st March 2025).

Start date

Date

End date

Date

**1.6 If applicable, do you currently stock products from this producer?**

**1.7 Please break down the anticipated total costs (£) of the activity:** (ex. Vat)

**1.8 Amount of Wholesale Growth Funding being requested (£)?** (ex. Vat)

**1.9 Amount of funding being contributed by the applicant (£)?** (ex. Vat)

**1.9.1 Please provide any other information that would support your funding application request?**

(e.g. Past examples of similar activity undertakings, its outcomes and costs).

## Scottish Wholesale Local Food and Drink Growth Fund 2024

### Activity Application Form

#### Funding Request: Activity 2

**\* 2.1 Please outline the details of your proposed grant funded activity.**

If known at this stage, please include the names of any collaborator(s) that you plan to involve in this activity (e.g. staff/producer/products/partners/stakeholders/local authorities).

Outline whether you currently work with the collaborator(s), or currently stock their product(s), and how the proposed activity will help increase Scottish customers/sales/partnership/relationships.

Only micro and SME Scottish producers/manufacturers can participate in any activity proposals.

**\* 2.2 Please outline how you will tangibly measure the impact of your activity in relation to its objectives. (i.e. what you're going to do and how you will know that it's been a successful or not)?** Demonstrating clear, measurable objectives is a requirement of funding.

**2.3 If already known, please indicate the anticipated return/outcome of the activity and any plans to create longer term growth/legacy from this activity.**

(e.g. the number of new products/suppliers being supported &/or potential new customers and sales/volume increase; annual event support etc.)



**2.4 Over what timescale will this return/outcome be achieved?**

**2.5 Start and end date of activity.** (All activities must have been delivered by 31st March 2025).

Start date

Date

End date

Date

**2.6 If applicable, do you currently stock products from this producer?**

**2.7 Please break down the anticipated total costs (£) of the activity:** (ex. Vat)

**2.8 Amount of Wholesale Growth Funding being requested (£)?** (ex. Vat)

**2.9 Amount of funding being contributed by the applicant (£)?** (ex. Vat)

**2.9.1 Please provide any other information that would support your funding application request?**

(e.g. Past examples of similar activity undertakings, its outcomes and costs).

## Scottish Wholesale Local Food and Drink Growth Fund 2024

### Activity Application Form

#### Funding Request: Activity 3

**\* 3.1 Please outline the details of your proposed grant funded activity.**

If known at this stage, please include the names of any collaborator(s) that you plan to involve in this activity (e.g. staff/producer/products/partners/stakeholders/local authorities).

Outline whether you currently work with the collaborator(s), or currently stock their product(s), and how the proposed activity will help increase Scottish customers/sales/partnership/relationships.

Only micro and SME Scottish producers/manufacturers can participate in any activity proposals.

**\* 3.2 Please outline how you will tangibly measure the impact of your activity in relation to its objectives. (i.e. what you're going to do and how you will know that it's been a successful or not)?** Demonstrating clear, measurable objectives is a requirement of funding.

**3.3 If already known, please indicate the anticipated return/outcome of the activity and any plans to create longer term growth/legacy from this activity.**

(e.g. the number of new products/suppliers being supported &/or potential new customers and sales/volume increase; annual event support etc.)

**3.4 Over what timescale will this return/outcome be achieved?**

**3.5 Start and end date of activity.** (All activities must have been delivered by 31st March 2025).

Start date

Date

End date

Date

**3.6 If applicable, do you currently stock products from this producer?**

**3.7 Please break down the anticipated total costs (£) of the activity:** (ex. Vat)

**3.8 Amount of Wholesale Growth Funding being requested (£)?** (ex. Vat)

**3.9 Amount of funding being contributed by the applicant (£)?** (ex. Vat)

**3.9.1 Please provide any other information that would support your funding application request?**

(e.g. Past examples of similar activity undertakings, its outcomes and costs).

## Scottish Wholesale Local Food and Drink Growth Fund 2024

### Activity Application Form

#### Section 5: Declaration

##### \* Declaration

- I confirm that all the information in this application is true and correct.
- I acknowledge that the funding requested can only be used for the purposes outlined within the grant application. Should the activity change or fail to be undertaken, I agree to inform SWA and understand that the funding will be reviewed and may be withdrawn.
- I confirm that I am happy that the grant funding will only be paid upon completion of the activity and that proof of the completion of the activity, along with supporting data, must be provided before funds are released.
- I confirm that I am happy for payment of the agreed funds to be made by BACS transfer to the original applicant's bank account within 30 days of the satisfactory completion of the activity.

##### Name

##### Date

Insert Date

Date