

# Carmarthenshire Transformational Commercial Property Development Fund



## Stage 1 Application Form

<b>Part 1 : About the applicant – this section refers to the grant applicant</b>	
<b>BUSINESS NAME:</b>	
<b>ADDRESS:</b>	
<b>NOMINATED CONTACT WITHIN THE ORGANISATION:</b>	<b>POSITION:</b>
<b>TEL NO:</b>	<b>FAX NO:</b>
<b>E-MAIL ADDRESS:</b>	<b>WEB ADDRESS:</b>
<b>ARE YOU AN EMPLOYEE /COUNCILLOR WITH CARMARTHENSHIRE COUNTY COUNCIL?</b>	

<b>PROPRIETOR / PARTNER / DIRECTOR (Please highlight as appropriate)</b>		<b>PROPRIETOR / PARTNER / DIRECTOR (Please highlight as appropriate)</b>	
<b>Name</b>		<b>Name</b>	
<b>Address</b>		<b>Address</b>	
<b>PROPRIETOR / PARTNER / DIRECTOR (Please highlight as appropriate)</b>		<b>PROPRIETOR / PARTNER / DIRECTOR (Please highlight as appropriate)</b>	
<b>Name</b>		<b>Name</b>	
<b>Address</b>		<b>Address</b>	

<b>CONFLICT OF INTEREST</b>	
Are you or any directors/partners/relatives going to be involved in the design or construction of your project?  Please provide details	YES NO (delete as appropriate)

<b>TRADING STATUS: Sole trader, Ltd company, Partnership, new enterprise etc</b>			
<b>DATE ESTABLISHED</b>		<b>REGISTRATION NUMBER (where applicable)</b>	
<b>CURRENT NUMBER OF EMPLOYEES</b>		<b>CURRENT TURNOVER</b>	
<b>NET PROFIT</b>		<b>GROSS PROFIT</b>	

<b>TYPE OF BUSINESS</b>
Please outline the nature of core business activities:

<b>PREVIOUS TRADING HISTORY</b>
Please provide details of previous trading experience and project delivery if applicable

<b>Part 2 : About the agent – this section refers to the agent/consultant acting for the applicant (where applicable)</b>	
<b>BUSINESS NAME:</b>	
<b>CONTACT NAME:</b>	<b>POSITION:</b>
<b>ADDRESS:</b>	
<b>TEL NO:</b>	<b>FAX NO:</b>
<b>E-MAIL ADDRESS:</b>	<b>WEB ADDRESS:</b>

<b>Part 3 : About the project – this section refers to the proposed development</b>	
<b>PROJECT NAME:</b>	
<b>PROJECT LOCATION:</b> (restricted to targeted sites, please refer to guidelines)	
<b>LOCAL AUTHORITY WARD:</b>	

<p><b>PROJECT TIMESCALE</b></p> <p><b>EXPECTED START DATE:</b> ___/___/___.</p> <p><b>EXPECTED COMPLETION DATE:</b> ___/___/___.</p>
<b>WHAT WILL THE TOTAL INTERNAL FLOOR AREA OF THE PROJECT? (sq/m)</b>

**DETAILED DESCRIPTION OF PROJECT:**

**PROJECT COST**

Please give detailed breakdown of costs. Examples of the items include, construction, infrastructure, fees, etc– VAT should be shown separately on the VAT column.

Land costs eligible for developer led projects only

ITEM	NET (£)	VAT (£)	GROSS (£)
<b>TOTAL</b> <b>(cost of construction)</b>			

**Please also provide the information listed at Appendix A**

IS THE ORGANISATION VAT REGISTERED?      Yes       No

IF YES, PLEASE PROVIDE VAT NUMBER:     

CAN THE ORGANISATION RECLAIM VAT ON PROJECT COSTS?      Yes       No

If the answer to the above question is 'Yes' then the cost of construction used to calculate the gap funding requested should be the 'Net' cost, exclusive of VAT.

AMOUNT OF GRANT FUNDING REQUESTED –		£20,000 per job created or intervention rate (please see guidance notes) of the project costs whichever the lesser figure
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**DEVELOPER LED PROJECTS**

ANTICIPATED VALUE OF PROPERTY ON COMPLETION	£	As per initial development appraisal
GAP FUNDING REQUESTED (DEVELOPER LED PROJECTS ONLY)	£	This is the difference between final valuation and cost of construction.

ALL PROJECTS		
MATCH FUNDING SOURCE i.e. mortgage, own funds, loan, other etc	AMOUNT (£)	STATUS i.e. secured / applied for / to be applied for

**EVALUATION**  
Please demonstrate why the Transformational Commercial Property Development Fundings is required and demonstrate the additionality it will provide.  
  
Please also detail any effect on the existing commercial property letting market and impact with local competition.

**Please detail the effect on the project if the Transformational Commercial Property Development Fund application is not approved.**

**Has your organisation received any public sector funding over the last 3 years? Please provide details below of source, amount, date awarded and purpose.**



**PROJECT DETAILS**

**Planning**

Do you have planning consent for your project?    Yes           No  

Provide further details below e.g. full, outline, etc with reference number, proposed date of decision, proposed date of submission, etc.

**Land Ownership**

Do you own the land upon which the project is proposed? Yes           No  

Provide further details below e.g. freehold, leasehold other, district land registry title number, length of lease etc. Please indicate if there are any development obligations or conditions of sale attached to the land.

**Other Consents**

Does the project require any other consent?    Yes           No  

e.g Environmental Impact Assessment, Flood Risk Assessment, SSSI etc

If so please provide details below;

**KEY PROJECT OUTPUTS**

**FOR GUIDANCE IN COMPLETING THIS SECTION PLEASE REFER TO ANNEX 2 – Output DEFINITIONS 2016**

Please note that the outputs completed below will be one measure used to calculate the amount of funds awarded to your project. The outputs indicated will also be used as a basis for future monitoring of project and if these outputs are not delivered it may result in the claw-back of all or some of any grant awards made.

<b>Output / Target</b>	<b>Amount / Number</b>		<b>Comments</b>
<b>Number of gross jobs created – owner occupier projects only A permanent FTE job (30hrs+) which can be counted and monitored as part of this project)</b>			
<b>Number of gross jobs accommodated - developer led projects only Based on floor space calculation</b>			
<b>Private sector investment</b>			
<b>Floor space created / improved (Sq. m.)</b>			
<b>Area of land developed (hectares)</b>	<b>Greenfield</b>	<b>Brownfield</b>	
<b>Anticipated number of SME's accommodated</b>			

**CROSS CUTTING THEMES**  
**Impact on Welsh Language**

**STATE AID**

Applicants should be aware that the support given under The Carmarthenshire Property Development Fund is classed as state aid and is therefore subject to state aid rules. Aid is granted under the Welsh Government Capital Investment Aid and Employment Aid Scheme Ref: SA.49662

**Applicants please tick the box to state that you are aware of this fact.**

**PROCUREMENT**

**When procuring works, goods and services, applicants / developers are expected to conduct the process in a manner which ensures openness, value for money and fairness.**

**Applicants please tick the box to confirm that you will adhere to the procurement procedures as outlined in Annex 3 of the guidelines 'Purchasing Goods, Services, Consultancy, Research or Works' if your application for funding is successful.**

**DECLARATION:**

I .....(Position: .....) **duly authorised by**  
.....(Grant Applicant Organisation) **apply for**  
**funding of £ ..... towards the cost of the project described in this application.**

**I confirm that the information contained in this application and all other additional information supplied is accurate and true. I confirm that the project would not be able to proceed without the financial assistance and that the funding is for the express purposes as applied for.**

**Signature: ..... Date: .....**

**PLEASE RETURN COMPLETED FORMS AND ALL INFORMATION AS REQUESTED BELOW TO THE FOLLOWING ADDRESS:**

**Rian Furlong  
Carmarthenshire Transformational Commercial Property Development Fund  
Carmarthenshire County Council  
County Hall  
Carmarthen  
Carmarthenshire. SA31 3JP**

**[rfurlong@carmarthenshire.gov.uk](mailto:rfurlong@carmarthenshire.gov.uk)**

## Appendix A – Check List

**Please provide the application form and all supporting documentation; the form must bear the original signature of the applicant.**

Stage 1 – To provide indication of eligibility, viability, level of grant and budget available.

Please provide the following information to enable the application to be considered:-

- Completed Stage 1 application form
- Site location plan
- Proposed layout/master plan/photos
- Initial development appraisal (cost & value) – Example in guidelines Annex 1 – developer led projects only
- Company accounts (Last 3 years – if applicable)
- Environmental policy / Welsh Language policy / equalities & diversity policy.