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Carmarthenshire Business Launchpad Bursary Information

The Fund

- The Carmarthenshire Business Launchpad is a fully funded payment of up to £1,500 available to any Carmarthenshire-residing individuals over the age of 16 interested in test trading a new business idea.
- Applicants must attend a Business Plan Workshop, organised by Carmarthenshire County Council, that will support the production of a suitable business plan for the Bursary application.
- Applicants are assessed regularly on a case-by-case basis and approval of the bursary is awarded by a panel from within the Economic Development team

Application Process

Complete the embedded application form on the website:

<https://www.carmarthenshire.gov.wales/home/business/business-engagement/business-launchpad-bursary/>

Alternatively, those interested can download a copy of the application form and send it to:

businessengagement@carmarthenshire.gov.uk

A member of the Business Engagement team will then make contact to offer an invitation to apply, discuss your business idea in detail and begin support with their application.

Applicants are required to complete an application form, providing a breakdown of planned spending with the name of the supplier(s) and individual values. We encourage the use of Carmarthenshire-based suppliers wherever possible.



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Eligibility Criteria

The Carmarthenshire Business Launchpad is designed to support individuals to 'have a go' at testing their business idea and as such, applicants must meet the following criteria:

1. Not ready to start test-trading activities without financial support
2. No prior self-employment/test-trading experience OR some limited experience but require financial support to further develop test-trading activities
3. Not currently undertaking test-trading activities during the application process
4. Not currently self-employed – individuals with any other employment statuses are eligible to apply including full-time employed

Carmarthenshire Business Launchpad Bursary

Terms and Conditions

1. The Carmarthenshire Business Launchpad is a fully funded payment of up to £1,500 available to any Carmarthenshire-based individuals over the age of 16 interested in test trading a business idea.
2. Business plans and financial forecasts, including 12 month's cashflow forecast, must be submitted along with a completed application form. These must be submitted to your assigned Business Engagement Officer on or before the final deadline for applications which is 30th September 2024. Any applications received after this date will not be considered.
3. Upon receiving your application, we will invite you to attend your nearest 'Start-up Workshop'. We will attempt to accommodate your circumstances as much as possible, however please note that your application will not be processed until you have completed a workshop.
4. The financial offer of the Launchpad Bursary will be subject to the following conditions: 100% of the award will be released upfront, with evidence of the expenditure and test-trading activity to be provided within 2 months and 6 months of the bursary award date respectively, or 30th November 2024 (whichever is earliest).



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5. An extension to this period may be applied for with reasonable explanation and such cases will be decided on at the discretion of the Economic Development team but will not exceed 30th November 2024.
6. All applications must be completed, and funds awarded by November 2024.
7. The Organisers freely reserve the right to cancel or to alter the dates of the funding for any reason or to make changes to how the funding is conducted.

Expenditure

The financial award will apply to capital and/or revenue expenditure included in the following list:

Capital expenditure:

- Purchase of new or second-hand equipment (machinery, specialist equipment, etc.)
- IT and Telecom hardware if linked directly to the delivery of the project
- Purchase and installation of equipment for the purpose of creating a trading space, e.g. shelters, gazebo, trading table etc.
- Consumable materials for creating products
- Stock

Specialist revenue expenditure:

- Specialist / technical training (not necessarily accredited)
- Specialist consultancy (assessed on a case-by-case basis)
- Quality Assurance Certification, e.g. food hygiene certification (assessed on a case-by-case basis)
- Public Liability Insurance Certification or National Market Traders Federation membership (one-off annual payment only)
- Bi-lingual website development, e-commerce development and purchases of software

Ineligible expenditure includes:

- General revenue expenditure such as, staff costs or any other taxes, hire purchase/lease purchases



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- Contingency fees and costs which were committed or spent before the offer and acceptance of the bursary
- Working capital costs such as rent, rates, administration
- Costs of work being carried out on a property as a legal statutory requirement, Inc. planning permission
- No expenditure should be incurred before bursary approval as the bursary cannot be awarded retrospectively

Contacts

General Business Engagement Inbox: BusinessEngagement@carmarthenshire.gov.uk

Business Engagement Officers:

Cathrin Jones – Carmarthen and wider area

Daniel Davies – Llanelli and wider area

Rhianydd Herdman – Ammanford and wider area