



## **Carmarthenshire Business Launchpad Bursary**

### **Eligibility Criteria**

The Carmarthenshire Business Launchpad is designed to support individuals to 'have a go' at testing their business idea. 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

### **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
- 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
- Items to be used in invasive cosmetic or medical practices, such as Botox equipment

**No expenditure should be incurred before application approval as the bursary cannot be awarded retrospectively. Cash purchases are not eligible.**

**Ineligible Sectors**

Applications containing a business idea relating to any of the below will not be considered:

- Party political purposes
- Promotion of particular secular, religious or political views
- Gambling
- Pornography
- Offering sexual services
- Any kind of illegal activity; or
- Any kind of activity which in the opinion of the Council could bring the Council into disrepute which includes but is not limited to non-regulated and invasive procedures, products and treatments, nude or semi-nude modelling, gaming centres, sun bed services, alternative therapies, products and medicines, acupuncture, vape shops, tobacconists, social media influencing, counselling, life coaching, tattooists, speculative building, complimentary medical treatments, cosmetic products, aesthetic procedures, CBD oil products and cryptocurrency

## Terms and Conditions

1. The Carmarthenshire Business Launchpad is a fully funded payment of up to £1,000 available to any Carmarthenshire-based individuals over the age of 18 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 on or before the final deadline for applications which is 30<sup>th</sup> October 2026. Any applications received after this date will not be considered
3. 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
4. The fund may close before the 30<sup>th</sup> October 2026 if fully committed
5. 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, including receipts and matching bank statements to be provided within 2 months of payment.
6. Evidence of test-trading activities must be provided within 6 months of the bursary award date respectively, or 26<sup>th</sup> February 2027 (whichever is earliest). 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 26<sup>th</sup> February 2027.
7. Successful applicants **must** agree to engage with a member of the Business Support Team to collect evidence of purchases made and test-trading undertaken
8. 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
9. 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
10. The fund may close before the 30<sup>th</sup> October 2026 if fully committed

## **Application Process & Guide**

Download the application form from the website:

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

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

- Provide accurate personal information including telephone number and email address for the main applicant
- If applying as a partnership, include details for the secondary person

### **Section 2: Business Idea**

- Tick the box that best describes your main trading platform
- Briefly describe what your business sells or provides, who your customers are, and how you plan to trade
- 1-2 short paragraphs are enough – you can provide more detail in your business plan

### **Section 3: Conflict of Interest**

- You must declare any potential conflicts
- Declare whether you or a relative are supplying any items in your application
- Declare whether you (or a relative) are an employee or councillor of Carmarthenshire County Council

### **Section 4: Purchase Details**

- List exactly what you want the bursary to pay for
- Include item description, supplier name, confirm a written quote is provided
- Cost per item and total cost
- Cash purchases are not eligible
- Similar items purchased from the same supplier can be grouped together
- Where possible, we encourage the use of Carmarthenshire-based suppliers

### **Section 5: Business Bank Details**

- Bank account must be in the applicant or business name
- Bank account must be registered at the same address listed in Section 1

### **Section 6: Submission Checklist & Declaration**

- Check you have completed each section and read the declaration before accepting
- Applications must be signed before they can be assessed

Complete and return the completed application form to:

[BusinessSupport@carmarthenshire.gov.uk](mailto:BusinessSupport@carmarthenshire.gov.uk)

A member of the Business Support team will then make contact to discuss your business idea and proposed spending in detail and begin support with your application.