



## Ynys Môn Business Grant 2025 Guidance Notes

This is a discretionary grant provided by Menter Môn via the [Hwb Menter / Enterprise Hub](#) on behalf of The Isle of Anglesey County Council. This funding provided from UK Government as part of the UK Shared Prosperity Fund is to provide financial assistance for individuals who wish to develop their business or set up a new enterprise on Anglesey. Please ensure that you read all documents relevant to the financial assistance on offer.

### FUND

- **New Business Grant**
  - Maximum grant contribution of £2,000 (overall fund value £16,000)
  - Maximum grant of 70% of project cost contribution
  - Minimum of 30% match funding contribution required by applicant
  - Funding to contribute towards revenue costs
- **Existing Business Grant**
  - Grant contribution of between £2,500 and £15,000 (overall fund value £200,000)
  - Maximum grant of 50% of project cost contribution
  - Minimum of 50% match funding contribution required by applicant
  - Funding to contribute towards capital costs

### PURPOSE

This fund will invest in businesses on Anglesey that will support them to:

- Start
- Grow & develop
- Offer new services and products
- Enable access to new markets
- Provide new job opportunities and help sustain existing roles
- Safeguard the future of the business
- Invest in new equipment
- Develop into empty commercial workspaces
- Reduce running costs
- Implement new technology and capital equipment e.g. manufacturing equipment, machinery, tools or associated infrastructure
- Improve use of the Welsh language
- Reduce carbon footprint and increase sustainability
- Support local town centres
- Develop important local services

Applicants will need to demonstrate that the funding will help them start or to grow and develop the business or help support the future sustainability of the business. The fund cannot support every day running costs, maintenance, repairs or business as usual costs.

In addition to financial support, each applicant will be able to access 1to1 advice sessions, networking opportunities, as well as knowledge workshops covering a wide range of key skills required to succeed in business. Topics covered will include elements such as business planning, financial forecasting, the legalities of being in business, online self-assessment, branding, marketing etc.

Priority will be given to applicants who have not previously/recently received financial support.

## **ELIGIBILITY CRITERIA**

- Small or medium sized business with headquarters on Anglesey. Your headquarters is the property where a large part of your business activity takes place
- Commercial businesses (not charities or community groups)
- Established businesses or individuals intending on starting a new enterprise before the end of March 2026.
- Over 16 years of age
- Only one application will be accepted per business/individual

## **ELIGIBLE EXPENDITURE**

Capital costs are defined as costs that are the expenses incurred to acquire or construct significant, long-lasting assets, like buildings or equipment, that will be used for more than one year. These are one-time investments, distinct from recurring operating expenses.

Revenue costs are defined as ongoing operating expenses, which are short-term expenses used in running the daily business operations.

The fund cannot support the following:

- Projects that already exist
- Pure research (the projects will need to be practical ones)
- Items purchased by leasing, hire purchase, finance leases/extended credit arrangements will not be considered for grant funding
- No grant will be offered or paid if the business or applicant is in arrears regarding any payment to any of the local authorities that are involved in the project and its delivery
- Purchase of Domestic Property and/or Land
- Residential/Domestic Accommodation
- Equipment or services that need to be purchased in order to conform to Statutory Regulations
- Recoverable VAT

- Vehicles
- Items purchased with credit cards are eligible, but the applicant will need to show that the sum paid by the card associated with the item(s) in the grant application has been paid in full before claiming the grant
- Stock purchases

Please note, the above is not an exhaustive list, other expenditure items may be considered. Applications are appraised on a case-by-case basis. Ensure your own due diligence when choosing suppliers. In order to support the local supply chain, priority will be given to applications using local suppliers.

Projects will be expected to follow the public sector procurement guidelines. 1 quote is required with expenditure between £0-£2499 and 3 quotes required with expenditure between £2500-£24,999.

## APPLICATION PROCESS

Due to the relatively small overall value of the fund, the first step is to complete an Expression of Interest Form, to ensure eligibility and suitability before submitting a full application. If eligible and suitable, the application form will then be sent to you to complete. We expect great demand for this grant and unfortunately, we will only be able to support a proportion of the applications that we receive.

- Grant Launch = 28<sup>th</sup> July 2025
- Expression of Interest closing date = 15<sup>th</sup> August 2025
- Response to Expression of Interest = 25<sup>th</sup> August 2025
- Full application closing date = 22<sup>nd</sup> September 2025
- Notification of un/successful application = 29<sup>th</sup> September 2025
- Expenditure deadline = 19<sup>th</sup> December 2025

Please ensure that you are not asking for goods or services that cannot be ordered, received, and paid for within the noted timeline. You will be required to evidence deliverability.

Please read all documents before applying. Applications will be assessed via a panel following the closing date.

**The successful applicant (both existing and new business) must complete all expenditure and associated claims at the latest by the end of December 2025. New businesses should endeavour to start the business as soon as possible, at the latest before March 2026. Expenditure and supporting evidence may need to be completed/submitted prior to these dates, details will be included on the successful application confirmation letter.** Failure to do so could result in the Hwb Menter / Enterprise Hub and/or its appointed contractors reserving the rights to reclaim the funds.

We have endeavoured to streamline the application form as much as possible to eliminate duplicated information contained within our project registration document and your business plan. However, for due diligence purposes we will need:

- Information about you 'the applicant'. Please ensure all information is correct.
- How much funding you are applying for and a breakdown of what you intend to use the grant for.
- Supporting documents such as quotes, bank statements, proof of ID, business plan, invoices etc.
- Bank details in order to process payments where necessary. Please ensure correct bank details are provided. Incorrect bank details will result in non-payment of the grant or payment will be delayed.
- Record of any other funding received that contributes to your £315,000 MFA subsidies allowance or comparable types of subsidies (see section 42(8) of the [Subsidy Control Act](#)) over a three year fiscal period. The Hwb Menter / Enterprise Hub offers a Minimum Financial Assistance (MFA) subsidy under the Subsidy Control Act (2022). The MFA financial threshold applies at company group level. Further guidance can be found [here](#).
- Signatures to declare your understanding and acceptance of the grant.

Full checklist of required documents to support your full application:

	New Business	Existing Business
Proof of ID	✓	✓
Proof of Address (Bank Statement)	✓	✓
Completed Application Form	✓	✓
Business Plan	✓	✓
Two years' past accounts (management accounts if available)	X	✓
1 year financial forecast (cash flow)	✓	X
Statutory permissions including planning permission, building regulations (if applicable)	✓	✓
Lease agreement (if applicable)	✓	✓
Proof of match-funding	✓	✓
Quotes	✓	✓

Applicants will also be required to sign up to the [Green Growth Pledge](#) and [Equality Pledge](#) via Business Wales.

If you have any questions before applying or have any concerns that you may not be able to participate in the process fully for medical/technical/caring reasons, please contact the Hwb Menter / Enterprise Hub to discuss potential additional support.

Grant awards are subject to due diligence and budget availability. Due diligence includes making an assessment on the need for public funding; the viability of the business going forward; the ability of the applicant to deliver the project; the impact of the development on the economy, subsidy control considerations and the strength of the business case presented.

We will inform you of the decision by email. If successful we will let you know how much funding we are offering you and any specific conditions associated with the grant. Making an application to the scheme does not guarantee that your application will be successful. If you are not successful in your application or are only partially successful e.g. you receive funding of a lesser amount than you applied for, we will contact you to let you know why you have been unsuccessful and point you in the direction of other possible sources of funding.

There is no appeals process. We are unable to consider a complaint purely relating to dissatisfaction as to the outcome of a funding decision. However, if you have identified a specific process failure relating to your application then you may wish to make a formal complaint. Contact us on 01248 858 070 / [post@hwbmenter.cymru](mailto:post@hwbmenter.cymru).

## **GRANT REPAYMENT**

No expenditure incurred prior to receiving the grant offer letter will be considered. Once the grant offer letter has been received, expenditure can start. All expenditure must be undertaken by applicant and then a claim made to the Hwb Menter / Enterprise Hub to claim the % grant funding. Proof in the form of invoices & bank statements will be required for all expenditure. Items cannot be purchased with cash. If paying via credit card, the full balance must be paid and proof received before a claim can be made.

Applicants with new businesses will be required to provide evidence that the company has started trading, e.g. copy of the first invoice, and has taken steps to register the business for its chosen entity with HMRC (e.g. limited company status / self-employment).

Applicants should note that the Enterprise Hub may require repayment of the support package in full or part if the funds are not used for the purposes stated on the application form or the terms and conditions are not met. The applicant is entering into an agreement as such and this may be enforced by requesting proof post grant award.

## **AGREEMENT OF PRINCIPLES**

As part of the grant fund the Hwb Menter / Enterprise Hub have produced an Agreement of Principles that outlines the principles we require applicants to commit to in exchange for support. It is a commitment to acknowledging and working to respond to the objectives that are in-line with Welsh Government strategies and priorities, namely:

- [Programme for Government 2021-26](#)
- [Economic resilience and reconstruction mission](#)
- [Cymraeg 2050: A million Welsh speakers](#)

Applicants who receive support are required to commit to the following principles:

- Review and increase their use of the Welsh language. (You can contact the [Helo Blod](#) service for free advice on how you can use more Welsh in your organisation. Examples include bilingual signage or organising Welsh lessons for staff).
- Offer living wage rates as set by the [Living Wage Foundation](#).
- Sign up to the [Green Growth Pledge](#) and [Equality Pledge](#) via Business Wales.

### **THE HWB MENTER / ENTERPRISE HUB**

The Enterprise Hub, a Menter Môn project, located in M-SParc, Gaerwen & Hwb Arloesi, Porthmadog, provides entrepreneurs with the knowledge, guidance, inspiration and space to transform their idea into a successful business. Services offered include:

- Co-working office spaces
- A community of like-minded individuals to share ideas and offer encouragement,
- 1to1 business advice
- Range of educational/social events
- Ffiws Makerspaces
- Miwtini business start-up programme

More information about the services on offer can be seen on the [www.hwbmentor.cymru](http://www.hwbmentor.cymru). Applicants will also have access to the full range of Menter Môn's wide-ranging portfolio of projects, ranging from Morlais Tidal Energy to Menter Iaith to SMART Towns. More information about Menter Môn's current projects can be found on [www.mentermon.com](http://www.mentermon.com).

The Hwb Menter / Enterprise Hub is funded by the UK government through the UK Shared Prosperity Fund via Cyngor Gwynedd & Isle of Anglesey County Council.