**Perthyn: Cymraeg It Belongs to our Communities.**

**Carmarthenshire and the Western Valleys**

**Small grant to set up new or support the growth of community-led co-operatives, social enterprises, and housing projects.**

**Register your interest:**

Please email Samantha Edwards [samantha.edwards@cwmpas.coop](mailto:samantha.edwards@cwmpas.coop) to register your interest in applying for the Perthyn Carmarthenshire Small Grant.

You are applying for a *revenue* grant of up to £10,000.

The Perthyn project supports the aims of the [Welsh Language Communities Housing Plan](https://www.gov.wales/welsh-language-communities-housing-plan-html) and [Cymraeg 2050: a million Welsh-speakers](https://www.gov.wales/sites/default/files/publications/2018-12/cymraeg-2050-welsh-language-strategy.pdf).

**Perthyn small grants for Carmarthenshire and Western Valleys has been created specifically to support the Welsh language and create new Welsh-speaking spaces**

* To help **sustain** Welsh-speaking communities by means of establishing new or support the growth of social enterprises and/or co-operatives.
* To help **sustain** our Welsh-speaking communities by developing solutions to support local affordable housing needs.
* To help **create** opportunities for the Welsh language to thrive.
* **Create** Welsh-speaking spaces – where the Welsh-language is central and an integral part of the initiative.

**Applications will open on 30/11/2023 and close at 12pm on 12/12/2023.**

**We welcome applications in Welsh or English.**

**PLEASE READ THE SUPPORTING DOCUMENTATION CAREFULLY, TO ENSURE YOU MEET ALL THE ELIGIBILITY CRITERIA AND AIMS OF THE GRANT. FAILURE TO DO SO COULD RESULT IN YOUR APPLICATION NOT BEING CONSIDERED BY THE PANEL.**

**Perthyn Small Grant Fund for Carmarthenshire and Western Valleys Community Groups**

**Grant application:**

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| **Q1 – Are you establishing a new social enterprise, co-operative or creating affordable community led housing project?** |

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| **Q2 – What are the challenges facing the Welsh-language in your local community and how will your project address these challenges?** |

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| **Q3 – Please give a brief description on how you identified the need for this project, and the parties involved/members of your group.** |

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| **Q4 – How will your new social enterprise, co-operative or affordable community led housing through the medium of Welsh support your local community’s needs?** |

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| **Q5 – Tell us how you will use the grant to further develop your idea/project. (Max 1000 words)** |

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| **Q6. How do you and will you ensure that your project supports the use of the Welsh language within your group and/or community? (Max 500 words)** |

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| **Q7. Has your group/organisation received funding from Welsh Government in the past? If you have, please provide details.** |

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| **Q8. Is your group/organisation in receipt/or planning to apply from other funding sources (including Welsh Government) to support this project?**  **Please specify the amount and from which organisation (as well as funding from your own sources).** |

**To be completed by the group’s appointed treasurer or other person assuming responsibility for handling finances:**

I, **…………..(Name)……………** on behalf of **……..(Community Group Name)……** would like to request grant assistance as detailed in our action plan and in accordance with the terms and conditions below.  These costs are estimated as follows:

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| --- | --- | --- | --- |
| **Purpose of costs** | **Supplier** | **Estimated cost** | **Date required** |
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**(Insert rows as required)**

**In signing this application, I/we understand that we are expected to keep records and receipts as evidence of spend and agree to participate in monitoring and evaluation of the grant.  This may include providing basic monitoring information, evaluation interviews, and contributing to case studies.**

|  |  |
| --- | --- |
| Signed: |  |
| Date: |  |
| Group correspondence address: |  |
| Email address: |  |
| Telephone: |  |
| Bank name: |  |
| \*Account sort code: |  |
| \*Account number: |  |

**\* The account details provided must be a business account where at least two authorised signatories are required.**

**To be completed by Cwmpas:**

 I [insert programme officer name, job title] confirm that these costs have been mutually agreed as meeting the set criteria.

**Approval by project manager/director:**

|  |  |
| --- | --- |
| Name: |  |
| Date approved: |  |

**Terms and conditions:**

By completing and signing this request, recipients of the grant are agreeing to comply with the following terms and conditions:

* Any funding committed and invoiced will need to be fully claimed by **31st March 2024.  Please note that any spend after this date will not be eligible.**
* If an application is submitted by a group that does not have a formal structure or bank account, Cwmpas will ask for proof of ID passport or utility bill for 2 members of the group. This information will only be held with consent and under GDPR guidelines. Please see privacy notice below.
* Awards will be kept in a bank account that has at least two authorised signatories from which money should not be moved or converted to cash without evidence of spend.
* Recipients are responsible for ensuring that monies are used in accordance with the purposes set out in the grant application. Any issues should be reported to **Samantha Edwards (Perthyn Project Manager)** [samantha.edwards@cwmpas.coop](mailto:samantha.edwards@cwmpas.coop) as soon as possible.
* Recipient will need to evidence how the grant has been spent and will allow Cwmpas’ finance department access to files/records if an audit is required.
* Cwmpas may ask you to participate in a case study or marketing activity to demonstrate how the grant has benefited your group or community.
* All spends will need to reflect the costs outlined in the application, any change of use needs to be submitted to **Samantha Edwards, Perthyn Project Manager** in advance for approval before committing to the spend.
* Successful applicants must complete and return the Cwmpas supplier form before any grant award can be paid out.

**Any queries should be directed to Samantha Edwards (Perthyn Project Manager)** [**samantha.edwards@cwmpas.coop**](mailto:samantha.edwards@cwmpas.coop)

**Perthyn Project Small Grants Scheme**

**Privacy Notice**

**Summary**

The Welsh Government provides a wide range of grant schemes to help deliver our policies and create a fairer, more prosperous Wales.

This privacy notice explains how Welsh Government will handle any personal data contained in grant applications from community groups to Cwmpas for the purpose of:

* Assessing grant applications or request for grant funding
* monitoring the performance of schemes
  + ensuring that grants have been paid out in line with the eligibility and subsidy control conditions for the schemes.
* evaluating and reviewing the impact, performance, and costs of the schemes
* researching the effectiveness of the schemes and supporting future policy development

Before we provide grant funding to you and during the term of the grant award, we undertake checks for the purposes of preventing fraud and money laundering, and to verify your identity. These checks require us to process personal data about you. ‘You’ are an individual or an organisation. If you are an organisation, reference to ‘you’ or ‘your’ includes your officers.

**Lawful processing**

The Welsh Government will be the data controller for any personal data you provide in relation to your grant application or request for grant funding. We will process it in line with our public task and the official authority vested in us to prevent fraud and money laundering, and to verify identities. Such processing is also a requirement of the grant funding you have requested and will help us assess your eligibility to receive the grant funding.

**What we process and share**

The data you provide, or we collect from publicly available sources may be shared with fraud prevention agencies if we suspect or detect fraud. The data may include but is not limited to your:

* name
* date of birth
* residential address and address history
* contact details such as email address and telephone numbers.
  + financial information
  + employment details, including your National Insurance number.
  + device identification including your IP address.

We, and fraud prevention agencies, may use this information, including any personal data, to prevent fraud and money laundering, and to verify your identity. We and fraud prevention agencies may also enable law enforcement agencies to access and use your personal data to detect, investigate and prevent crime.

Fraud prevention agencies can hold your personal data for different periods of time, depending on how that data is being used. Please contact us for more information. If you are considered to pose a fraud or money laundering risk, your data can be held by fraud prevention agencies for up to 6 years from its receipt.

**Consequences of processing**

If we, or a fraud prevention agency, determine that you pose a fraud or money laundering risk, we may refuse to provide the grant funding you have requested, and we may stop providing existing grant funding to you. If you would like to know more, please contact us for more information using the details provided below.

A record of any fraud or money laundering risk will be retained by the fraud prevention agencies, and may result in others refusing to provide services, financing or employment to you. If you have any questions about this, please contact us for more information using the details provided below.

**Data transfers**

Some fraud prevention agencies may transfer your personal data outside of the European Economic Area. Where they do, they impose contractual obligations on the recipients of that data. Those obligations require the recipient to protect your personal data to the standard required in the European Economic Area. They may also require the recipient to subscribe to ‘international frameworks’ intended to enable secure data sharing.

We will keep personal information in accordance with our retention policy. If your application is successful your personal data can be kept for up to 10 years after the date when you, as grant recipient, are free from all conditions relating to the grant awarded and all payments have been made.

If you are unsuccessful your details will be kept for one year after the date you provided them.

**Your rights**

Under the data protection legislation, you have the right:

* to access the personal data the Welsh Government holds on you.
* require us to rectify inaccuracies in that data.
* to (in certain circumstances) object to or restrict processing.
* for (in certain circumstances) your data to be ‘erased’.
  + to lodge a complaint with the Information Commissioner’s Office (ICO) who is the independent regulator for data protection.

If you want to exercise any of these rights, please contact us using the details provided below.

For further details about the information the Welsh Government holds and its use, or if you want to exercise your rights under the data protection legislation, please see contact details below:

**Data Protection Officer**

Welsh Government   
Cathays Park   
CARDIFF   
CF10 3NQ

**Email: [dataprotectionofficer@gov.wales](mailto:dataprotectionofficer@gov.wales" \t "_blank)**

Rydym yn croesawu gohebiaeth yn Gymraeg / We welcome correspondence in Welsh.

**Information Commissioner’s Office**

Wycliffe House   
Water Lane   
Wilmslow   
Cheshire   
SK9 5AF

**Telephone:**01625 545 745 or 0303 123 1113

Website: [**ico.org.uk**](https://ico.org.uk/)