



Busnes@
gwynedd.llyw.cymru



TOWN CENTRE PROPERTY IMPROVEMENT GRANT APPLICATION FORM



Refer to the guidance notes

The Town Centre Property Improvement Grant has been established to support businesses in towns and cities to develop and upgrade their property. We acknowledge that town centre businesses have, and continue to, face an economically challenging time.

The grant is available for independent, small and medium sized businesses who operate or plan to operate in Town and City Centres in Gwynedd.

- Support for physical improvements to commercial property.

Only complete and eligible applications can be processed for the grant. The application will not be complete unless the application form has been filled-in and that original estimates and photos of the property and evidence of planning permission (where required) have been uploaded.

1. APPLICANT DETAILS
Business / Company Name: *
Applicant Name: *
Address Line 1: *
Address Line 2: *
Address Line 3:
Address Line 4:
Post Code: *
Telephone Number: *
E-mail: *
Please re-type your e-mail address: *
Name, Address and Post Code of the Business / Property to which the application applies if different:
Business telephone number:
Business e-mail address:
Website:
Is the business a part of a chain that operates from other addresses? * YES / NO
IF YES List these addresses:
Please note the town/city in which you are located. *Bangor Caernarfon Porthmadog Pwllheli Blaenau Ffestiniog Dolgellau Tywyn Aberdyfi Y Bala Abermaw Harlech Penrhyndeudraeth Cricieth Nefyn Abersoch Penygroes Llanberis Bethesda



2. BUSINESS DETAILS

Company registration number (if applicable):

Are you VAT registered?: * YES / NO

YES VAT Registration Number:

The main activity of your business: *

3. EMPLOYMENT DETAILS

How many people does your business employ (please note how many are permanent / temporary)? *

4. REGULATORY CONSIDERATIONS

Are you the owner of the property to which the application relates? * YES / NO

NO

Please note the name and address of the property/land owner:

Have you received permission from the property/land owner? YES / NO

If it is a lease, what is the unexpired term of the lease?

Have you secured planning permission if required? YES/NO/NOT REQUIRED

YES You will need to provide evidence of the planning permission with this application

NO We are unable to process the application without planning permission if it is required

NOT REQUIRED Please explain why planning permission is not required

Have you received all statutory permissions and licences? e.g. building planning, listed building consent * YES / NO

Can you confirm that you have Public Liability Insurance? * YES / NO

5. TIMETABLE AND FUNDING

Provide a summary of what you intend to do with the grant: *

Total cost of the project: *

Grant amount applied for: * (Up to 70% of the cost between £2,500 and £250,000 - applications over £25,000 will have to provide further information)



How will you fund the remainder of the plan?:

What is the start date for your project?

What is the end date for your project?

6. PROJECT ANALYSIS

Item - Supplier - Cost (excluding VAT) - Cost (including VAT) *

For each item:

Is this supplier based in Gwynedd? YES/NO

NO If not, what steps did you take to investigate using a Gwynedd based supplier, and what was your reason for not doing so?

Outputs *

- Number of jobs facilitated through the investment
- Enterprise facilitated
- Property (non-residential) created or renovated (square metres)
- Property (non-residential) created or renovated (number)
- Property (non-residential) brought back into use
- Outside of Gwynedd, how many businesses in Wales have received contracts/sub-contracts
- The value of contracts/sub-contracts awarded to businesses outside of Gwynedd in Wales

7. BUSINESS BANK DETAILS

Account Name: *

Bank Name and Address: *

Bank Sort Code: *

Bank Account Number: *

Information

You acknowledge that you are subject to the requirements of the Freedom of Information Act 2000 ("FOIA"), Environmental Information Regulations 2004 ("EIR"), Data Protection Act 2018 ("DPA") and the General Data Protection Regulation (Regulation (UE) 2016/679) ("GDPR").



We will treat your information as set out below:

- [UK Shared Prosperity Fund Privacy Notice \(llyw.cymru\)](#),
- [Business Privacy Notice \(llyw.cymru\)](#),
- [Privacy notice: Welsh Government grants | GOV.WALES](#)

- You acknowledge that Gwynedd Council is responsible, at our full discretion, for deciding:

- (i) to disclose any information we received under or in connection with the Funding, to the extent we are required to disclose the said information to a person who makes a request for disclosure under FOIA or EIR; and/or
- (ii) if it is information that is exempt from the disclosure requirements under FOIA or EIR.

You acknowledge that we can share any data that you provide to us with anti-fraud agencies and third parties for the purposes of preventing and disclosing fraud.

The Council collects your information to process Property Improvement Grants which are part of the Welsh Government's grant funding package, The UK's Shared Prosperity Fund and Cyngor Gwynedd. This fund will be for businesses to apply for to make physical improvements to their premises. The information is processed as part of your legitimate interest. The Council will not use your information for automated decision making or profiling. We will share the information with the Welsh Government, other Council Departments (Planning) and Snowdonia National Park (Planning Authority). We will not pass on your information to another country. We will keep your information until 2035. To view your rights and contact details for the Council's Data Protection Officer, use the link below <https://www.gwynedd.llyw.cymru/en/Council/Information/Privacy-notices-and-cookies.aspx>

DOCUMENTS AND EVIDENCE TO INCLUDE

After completing these forms, you will need to ensure that the details below are uploaded. Your application will NOT be complete or processed until this is completed. You will need:

- Original estimates for the project
- Photographs of property as it currently stands
- Proof of planning permission where required



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