



UKSPF Tourism Capital Grant Scheme

Guidance Notes

The purpose of this grant scheme is to provide Tourism businesses with grant finance for the purposes of enabling businesses to purchase capital equipment or undertake capital works.

Please note that Airbnb businesses and/or projects that are focused on converting homes into accommodation businesses are ineligible for this grant.

Funded by the “Supporting Local Business” priority of the UK Government’s Shared Prosperity Fund (UKSPF), this grant programme aims to contribute to delivering on the UK Government’s levelling up objectives:

- Creating jobs and boosting community cohesion, through investments that build on existing industries and institutions, and range from support for starting businesses to visible improvements to local retail, hospitality and leisure sector facilities.
- Promoting networking and collaboration, through interventions that bring together businesses and partners within and across sectors to share knowledge, expertise and resources, and stimulate innovation and growth.
- Increasing private sector investment in growth-enhancing activities, through targeted support for small and medium-sized businesses to undertake new-to-firm innovation, adopt productivity-enhancing, energy efficient and low carbon technologies and techniques, and start or grow their exports

Grant Specific Information

- The grant is aimed at businesses that are located in Merthyr Tydfil and have been trading for 12 months or more
- The grant offer is based on up to 70% of reasonable eligible project costs up to a maximum of £15,000
- The grant will support capital costs including items of equipment and building works
- From receipt of completed application and **all** supporting information, grant decision should be reached within 3-4 weeks
- Grants will not be offered or paid if the business or applicant is in arrears with any payment to the Local Authority. Checks will be made as required.
- Grant money will be paid by BACS into the business bank account after receipt of original paid invoices and corresponding bank statements or, in exceptional circumstances based on a business case assessment, on receipt of invoice.
- All projects will need to be complete by the 18th December 2023 with all evidence of spend submitted.

Eligible Expenditure

The following items are examples of what can be supported through the grant scheme:

- Internal building works that enhance or safeguard the business / organisation / building
- External works which positively impact upon the services of the organisation / business
- Large infrastructure equipment purchases

Ineligible Expenditure

The following items cannot be supported through the grant scheme:

- VAT
- Staff costs/Marketing
- Retrospective costs i.e. costs for works or equipment that has already been undertaken
- Costs to purchase buildings, land or vehicles
- Equipment / items that have a one-off annual use or are deemed to be seasonal
- Hire Purchase/Lease Purchases
- Contingency fees
- Costs such as rent, rates, admin, vehicles; cost of works being carried out as a legal statutory requirement
- Statutory procedures such as planning permission or building regulations
- Utilities
- Airbnb businesses
- Projects that are focused on converting homes into accommodation businesses
- Other Revenue Costs

Shortlisting & Assessment Criteria

Your application will be subject to an initial validation check to ensure you have submitted all the correct information. In addition, each organisation / business will go through a due diligence check as part of our grant condition processes.

In the second phase of assessment, each application will be assessed by a chosen specialist panel against the following criteria:

- Value for Money
- Job Creation/Safeguarding
- Socio-economic Impact
- Project Outcomes
- Need
- Sustainability / Longevity of the Project / Work
- Project Timeframe

Supporting Documents

All applicants will be required to submit the following documents with the application:

- Proof of business bank account
- Tenancy Agreement (if applicable)
- The most recent independently audited accounts
- At least 3 quotes – Quotes from online auction sites will not be accepted
- Evidence of match funding
- Evidence of relevant insurance (e.g. public liability)

Please note: partially completed applications will not be assessed, therefore, please ensure that you complete all sections of the application form and submit all necessary documents

For further information, please contact the Enterprise Team on
economic.development@merthyr.gov.uk

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