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Ynys Môn Business Support Package 2026 Guidance Notes

This is a discretionary support package provided by Menter Môn via the Hwb Menter / Enterprise Hub on behalf of The Isle of Anglesey County Council. The purpose of this package, funded through the Welsh Government Local Growth Fund (LGF), is to provide financial & non-financial assistance for individuals /enterprises who wish to develop their existing business or set up a new enterprise on Anglesey. Please ensure that you read all documents relevant to the financial assistance on offer.

OVERVIEW

- **New Business Support Package**
  - Maximum grant contribution of £2,500 (overall fund value £32,500)
  - Maximum grant of 80% of project cost contribution
  - Minimum of 20% match funding contribution required by applicant
  - Funding to contribute towards capital costs only
  - 1to1 business advice sessions to support general business development and grant application
  - Educational workshops & networking sessions
  - Co-working locations
  - Participation in regional procurement and investment opportunities where applicable

- **Existing Business Support Package**
  - Maximum grant contribution of £15,000 (overall fund value £140,000)
  - Maximum grant of 50% of project cost contribution
  - Minimum of 50% match funding contribution required by applicant
  - Funding to contribute towards capital costs only
  - 1to1 business advice sessions to support general business development and grant application
  - Educational workshops & networking sessions
  - Co-working locations
  - Participation in regional procurement and investment opportunities where applicable

PURPOSE

Funding is available towards eligible capital expenditure that contribute towards the following Local Growth Fund Priorities:

Priority	Objective
1. More Productive and Competitive Businesses	1.1 Creation and growth of high potential start-ups, spinouts, and social enterprises — including from under-represented groups
	1.2 Increasing capital investment in high growth potential businesses to support productivity growth

The purpose of this funding is to support individuals & businesses on Anglesey to:

- Start
- Grow & develop
- Improve efficiency & productivity
- Strengthen long term viability, resilience and sustainability
- Support innovation and development
- Adopt digital technologies
- Implement environmental improvements
- Create employment opportunities
- Improve workforce skills
- Improve use of the Welsh language
- Enable access to new markets

The funding cannot support every day running costs, maintenance, repairs or business as usual costs.

Funding is available towards eligible capital expenditure that contribute towards Local Growth Fund Priorities measured using the following Outputs & Outcomes. In the Expression of Interest Form and Application Form you will be required to select the Outputs and Outcomes you predict you will achieve as a result of successfully receiving the funding. You will also be required to provide evidence that these Outputs & Outcomes have been achieved.

Outputs & Outcomes	Unit	Definition	Evidence
OP02: Number of enterprises engaged in new markets	Primary Unit: Number of enterprises Secondary Units: Number of enterprises in priority sectors	Enterprises engaged in a market the business has not previously engaged with, including regional markets within Wales, markets across Wales or the UK, or international markets. Engaged means they have launched a product or service into a new domestic or overseas market (including through online presence) or have undertaken research or attended conferences or events to prepare a launch into a new market. An enterprise is defined as a sole trader, micro business, small and medium-sized enterprise, or large business. It also includes social enterprises where these engage in economic activity, as well as start-ups (businesses with less than or equal to, two years of trading) or spin-outs (a new company created from an existing organisation - most commonly a university - to commercialise research, technology, or expertise as a separate business.)	A and B: A. Name of enterprise B. Evidence of engagement in a new market (for example marketing, research, conference attendance)
OP05: Number of enterprises receiving grants	Primary Unit: Number of enterprises Secondary Units:	Enterprises (as defined in OP02) receiving a grant, which is defined as a cash payment that is not repaid.	A and B: A. Name of Enterprise B. Signed Grant Award Letter

	Number of enterprises in priority sectors		
OP09: Number of enterprises adopting new-to-firm technologies or processes	Primary Unit: Number of enterprises Secondary Units: Number of enterprises in priority sectors	Enterprises (as defined in OP02) that have adopted new or significantly improved production or delivery methods. This can include significant changes in techniques, equipment or software, including for instance by making use of novel or innovative digital technologies or solutions, or the adoption of new products or services within their businesses' processes. Excluded from this definition are minor changes or improvements, increases in production or service capabilities through the addition of manufacturing or logistical systems which are very similar to those already in use, ceasing to use a process, simple capital replacement or extension, changes resulting purely from changes in factor prices, customisation, localisation, regular, seasonal and other cyclical changes and trading of new or significantly improved products. The adoption of new products or services must be as a result of LGF support, for example, through the financing of new equipment or as a result of advice and guidance received through LGF funded projects.	A, B and C: A. Name of enterprise B. Details of the new technology or processes C. Evidence of new-to-firm technologies or processes
OC01: New jobs created as a result of support	Primary Unit: Number of jobs Secondary Units: Number of jobs in priority sectors Number of jobs in areas with a high concentration of deprivation Number of jobs created in low and high pay thresholds	A new post that did not exist within that enterprise before the intervention, which is expected to exist for at least 12 months as a consequence of support. This includes both part-time, full-time and self-employed jobs. Part time jobs should be recorded relative to full-time equivalent (FTE), for example reporting 0.5 for a job at half of the standard full-time hours. FTE should be based on the standard full-time hours of the employer. Created jobs exclude those created solely to deliver the intervention (e.g. construction).	A and C: A. Name of Enterprise C. Payroll evidence, Job Description.

OC02: Number of new enterprises created as a result of support	Primary Unit: Number of enterprises Secondary Units: Number of enterprises in priority sectors	A new enterprise (as defined in OP02) created is one which has been registered at Companies House or HMRC as a result of the support provided.	A and B: A. Name of enterprise created B. Company registration or HMRC evidence to show business creation

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

- Micro, small or medium sized business with headquarters on Anglesey. Your headquarters is the property where the majority of your business activity takes place.
- Commercial businesses (not charities or community groups)
- Employing up to 250 people
- Turnover less than £44 million or a balance sheet less than £38 million
- Established businesses or individuals intending on starting a new enterprise before the end of March 2027.
- Over 16 years of age
- Only one application will be accepted per business/individual
- The project would be delayed, reduced in scope or unable to proceed if financial assistance not provided.
- All projects must be completed and claimed before the end of March 2027.

Applications are welcomed from individuals / businesses from any sector, however priority will be given to potential high-growth businesses within the following priority sectors identified by North Wales Regional Skills Partnership:

- Advanced Manufacturing
- Construction
- Creative and Digital
- Energy and Environment
- Financial and Professional Services
- Food
- Health and Social Care
- Tourism and Hospitality

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. Examples of eligible expenditure (minimum individual item cost of £100):

- Machinery & equipment
- Digitalisation & automation
- Process improvements
- New technologies
- Specialist software
- New product development
- Energy & resource efficiency measures

The funding cannot support the following:

- Projects that already exist & retrospective expenditure
- 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 funding
- No funding 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
- Revenue expenditure

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 item expenditure up to £10,000 (including VAT) and 3 quotes required with item expenditure above £10,001 (including VAT). Items above £100,000 (including VAT) requires and open tender.

Works carried out by the applicant themselves or an individual directly employed by the applicant are not permitted and will not be eligible for funding. The Enterprise Hub must be informed of any personal, family or business connection between you / your business or any supplier or contractor.

APPLICATION PROCESS

Due to the relatively small overall value of the fund, the first step is to complete an Expression of Interest Form, with the support of a Business Advisor, 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 = 28th September 2026
- Drop-in sessions = 5th-9th October 2026
- Expression of Interest closing date = 16th October 2026
- Response to Expression of Interest = 26th October 2026
- Full application closing date = 27th November 2026
- Notification of un/successful application = 10th December 2026
- Expenditure deadline = 12th March 2027

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. Applicants will be required to indicate which Outputs and Outcomes the project aims to achieve and provide a target number for each: and will be required to collect and provide the required evidence for each.

The successful applicant (both existing and new business) must complete all expenditure and associated claims at the latest by 12th March 2027. New businesses should endeavour to start the business as soon as possible, at the latest before the end of March 2027. 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 funding 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 or ownership documentation (if applicable)	√	√
Proof of match-funding	√	√
Quotes	√	√

In cases where a business bank account has not yet been opened, a personal bank statement may be accepted until suitable business banking arrangements are in place.

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.

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 upfront 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 etc. 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. The VAT can be claimed as part of the grant total if the applicant has not registered for VAT purposes.

Successful applicants will be required to provide evidence that target Outputs and Outcomes specified on the application form have been achieved. A new business is defined as a business that has not yet been formally registered with HMRC or Companies House at the time of submitting the application and will be required to do so following successful application to provide evidence that the company has started trading. Applicants will also be required to participate in monitoring, evaluation and promotion activities.

The Enterprise Hub will satisfy itself that the activity for which the funding was awarded (works undertaken or purchases made) has been carried out fully in accordance with the proposal made within the application and any conditions attached to the approval. This may be by inspection or such other means as the Enterprise Hub determines. When all the above is completed, the Enterprise Hub will release the funding to your Business Bank Account by means of BACS payment which can take up to 20 working days.

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.

Successful applicants will be required to acknowledge Local Growth Fund support in accordance with Welsh Government and programme branding guidelines.

THE HWB MENTER / ENTERPRISE HUB

The Enterprise Hub, a Menter Mon 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.hwbmenter.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.

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.