



SMALL HORTICULTURE BUSINESS SUPPORT GRANTS POLICY

November 2020

INTRODUCTION

Applications open: Monday 9th November 2020

Applications close: Monday 30th November at Midday.

You can find the application form [here](#).

Food Sense Wales and partners Social Farms & Gardens are awarding up to 6 grants of between £2500 to £5000

For many years horticulture, particularly small scale of production has been under resourced as producers under 5 Hectares have not been eligible for subsidy. However, there is evidence to suggest that they could significantly expand sales and reach if investment in infrastructure was available.

Food Sense Wales has created a fantastic opportunity to access small capital grants as part of Peas Please, a UK National Lottery funded programme to drive up veg consumption. This is being delivered in partnership with Social Farms & Gardens. We have a small amount of funding to research and pilot the difference that small capital investments can make to small scale horticulture businesses. Grants of between £2500 to £5000 will be offered to a small number of applicants in Wales. Preference will be given to those operating in low income areas.

Successful grant recipients will be required to meet with a researcher, before and after the investment to evaluate what impact the grant investment can make in terms of production, sales and sustainability of the organisation.

This pilot has been designed with key stakeholders and the overall impact of the pilot will be evaluated and a case study report written highlighting areas of good practice, the findings of which will be shared with Welsh Government.

GRANT SCHEME

The Small Grants Scheme can award between £2500 and £5000 per project. Information about the grants scheme will be promoted publicly, directly by SF&G and through a number of partner

organisations to ensure the greatest awareness of their availability. All grant publicity and paperwork will also be made available in Welsh.

The funding for this pilot are from the National Lottery Community Fund, and as public money and a key principle of this policy is to ensure that grant expenditure is open and transparent. A grant making committee of no less than 3 persons (including 1 or more independent/ non-SF&G staff) has been established to make decisions about grant allocations. This policy is designed to act as guidance for both applicants and the grant committee when considering applications.

Applications for this scheme

- SF&G will not fund: hospitality, salaries or projects with party political links.
- SF&G will only consider one application from an organisation.

APPLYING FOR A SMALL GRANT

- Applications should be made on the application form and include all information requested. An application will not normally go to committee until all required information has been provided. We may come back to ask you supplementary questions before a decision can be reached or alternatively offer a conditional grant (e.g. subject to gaining planning permission).
- Applicants must supply the previous financial year accounts if they are available. New/start-up organisations should submit a financial statement containing their proposed budget and supporting information such as bank statements.
- Where expenditure on a single item would exceed £1,000 the applicant should demonstrate that best value has been sought; this may be by submitting quotations.

CONDITIONS OF GRANTS

An application under the grant scheme shall indicate agreement to the following conditions.

- Recipients shall complete an evaluation as required. The researcher will meet with them, before and after the investment to evaluate what impact small grant investment makes in terms of increasing production & sales. Grant recipients must make themselves available for these meetings/ phone calls and failure to do so will result in breach of the grant conditions.
- Evidence of expenditure and photographs to demonstrate “before and after” will be required as part of this evaluation.
- SF&G reserves the right to reclaim funds not spent in accordance with the approved grant application, left unspent after one year of receipt or in full/partially for breach of conditions.
- Recipients are expected to positively promote Food Sense Wales and SF&G.
- Recipients should acknowledge the financial support received from the pilot partners and the funders in any publicity relating to work funded by the grant.
- Recipients must advise SF&G prior to disposing of any resources or equipment funded/part-funded/supplied by SF&G as part of a grant application within two years.
- SF&G may apply any additional conditions it deems necessary as part of the grant award.

RECEIPT OF GRANT

- Successful applicants will be notified in writing and will be required to sign an agreement to the grant conditions in advance of receipt of the grant. If special conditions are imposed on the grant being awarded e.g. requirement of planning permission, then this evidence must be provided prior to grant payments being made.
- Applicants will be expected to retain receipts /paperwork to demonstrate expenditure of grant. Items may also be purchased by SF&G and delivered to the grant recipient. Any remaining grant after expenditure may be reclaimed by SF&G.
- Payments shall only be made to a registered business, society, charity or constituted group with a bank account in their name. SF&G is unable to issue grants to individuals. Sole Traders are eligible to apply if you have a 10-digit UTR number (unique tax reference) and you complete your own tax returns each year – this classes you as a registered business in the eyes of HMRC.
- SF&G hold the right to withdraw the grant if grant conditions are not met.