 

**Access Improvement Capital Grant Guidance Notes**

**Introduction**

These guidance notes explain the grant scheme and the types of projects that may qualify for support. Please read carefully. If you consider your project plans may qualify for a grant and you wish to apply for support under this scheme, please see the ‘How to Apply’ section below.

Monmouthshire’s Access Improvement Capital Grant Scheme is funded under the UK Government Shared Prosperity Fund.

**Purpose of Funding**

Grants of up to £25,000 are available to deliver access improvements at visitor attractions and events in Monmouthshire. These grants are administered by Monmouthshire County Council and made possible by the UK Government Shared Prosperity Fund

This scheme is intended to support improvements to access for people with a wide range of different access needs.



**Grant Details**

**Area: Monmouthshire County Council**

**Open to: Formally constituted organisations in Monmouthshire delivering experiences to visitors at attractions and events.**

**Deadline: Applications accepted on a rolling basis until all funding is allocated**

**Funding Size: Up to £25,000**

**Before Applying**

To apply for funding, you will need to demonstrate / confirm that:

* Proposed access improvements will benefit the wider community
* The location where improvements are proposed is owned by your organisation or permission for proposed improvements has been secured from the landowner
* All proposed improvements will be delivered safely and legally before 25th March 2025.

You must await confirmation of funding before committing to any expenditure as no funding will be awarded for works which have already been commissioned / undertaken.

**What we fund:**

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| --- |
| Our project priority areas include: |
| Improving amenities / facilities which increase access |
| Creating new amenities/ facilities which increase accessibility |

If you would like to discuss whether your project, or organisation, is eligible for support or if have any other questions about the grant scheme, please contact our grant team by emailing [heidicarey@monmouthshire.gov.uk](mailto:heidicarey@monmouthshire.gov.uk)

We will consider supporting any **visitor related** access improvements at events or attractions in Monmouthshire that can be delivered before March 2025 with the aim of improving access to meet the needs of people with a wide range of different physical, sensory, learning and neurological access needs.

**Grant Applications will be assessed against the following criteria:**

* Number of people / groups likely to benefit from proposed accessibility improvements / activities
* Track record of delivering high quality destination experiences
* Importance of experience to destination offer
* Value for money
* Potential for legacy benefits
* Ability to monitor / measure impact

**Who We Will Fund**

**What types of organisations are eligible to apply?**

* A charity that was established and registered in the UK
* A registered community interest company (CIC)
* A registered charitable incorporated organisation
* A charitable company
* A registered charitable industrial and provident society (IPS) or charitable community benefit society (BenCom)
* A CIC (community interest company) limited by guarantee
* A local authority
* A higher education institution

**Additional Information**

You may wish to include additional information to support your application. These could include:

* Quotations received for items requested under the grant application
* Specific location information detailing where the proposed improvements will be situated.
* Specifications of an item/ improvement and justification for product/improvement selection

**How to apply**

**Step One**

Check your eligibility

**Step Two**

Complete and submit your application

**Step Three**

Timescales, next steps

Successful applicants will be contacted within 28 days of the application being submitted. We will endeavour to process applications within one month of receiving the application. **N.B: These timescales will depend on the number of grants received but we will keep applicants informed of the progress of their application.**

**Appeals Procedure**

If an application is rejected, the reasons for the rejection will be explained. We will be prepared to discuss any modifications which might be needed to make the project acceptable.

**Alternative Formats**

If you require our application form or related guidance notes in an alternative format, please contact [heidicarey@monmouthshire.gov.uk](mailto:heidicarey@monmouthshire.gov.uk) to request.