

Applying for Horticulture Grants & Schemes

TECHNICAL ADVICE SHEET

Introduction

Firstly, you should check the supporting rules booklet of the scheme that you are applying for. You can find that here: [Rural grants and payments | Sub-topic | GOV.WALES](#).

Ensure you are aware of and adhere to the application deadline dates. They can be found listed [here](#). The Horticulture grants within Rural Schemes are aimed at Horticulture businesses who are looking to start, develop and/or grow but are unable to do so without external funding.

If it is a capital grant, your business may need to pay a limited percentage of the full amount required. Please think carefully about applying for a capital grant scheme.

Are you eligible?

To get started you must:

1. Have your Customer Reference Number (CRN), if you do not have one you will need to apply for one via [Rural Payments Wales online](#) (RPW Online)
2. Be an aspiring or existing horticultural business (edible fruit, vegetables, ornamental plants, flowers and tree nurseries)

You need to be (or starting) a horticultural business with one of the following business structures:

- Sole trader
- Co-operative
- Voluntary sector organisation
- Private or Public Limited company

Groups of commercial horticulture producers may also be eligible.

Requirement	What it means	Is there support for this?
Complete Application	Log into your RPW Online account to access the online application forms. They can be found either on the Home or Forms tab.	Your business is responsible for completing the application form.
Evidence	<p>Provide proof of certificates of qualifications and evidence of any Continued Professional Development (CPD) activity.</p> <p>If required, proof of running a business (Up to three years accredited accounts or proof of a slow growing enterprise) i.e. submitted trading accounts for the business; or a letter from your accountant; copies of invoices/receipts for your produce; or describe any crops you intend to grow and list any land, machinery or equipment you have access to; Or presence on the internet or on Companies House.</p>	<p>Evidence of your CPD activity can be downloaded from your Skills Store via your BOSS account: Homepage BOSS</p> <p>Fully funded 1-2-1 Business support sessions with a consultant can be booked to ensure you have the correct documentation and evidence. Help with developing a marketing or sustainability plan is also available. Contact Horticulture@lantra.co.uk</p>



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<p>Quotes</p>	<p>For every item you list to purchase with this funding that is valued at over £5000, three quotes are required</p> <p>If the items are valued under £5000 then one quote is sufficient</p>	<p>Your business is responsible for obtaining quotes.</p>
<p>Business Plan with three-year financial projections</p>	<p>Most schemes require a project plan with financial projections. A business plan can help attract investment, and it is worth the effort of writing one, or getting one written to help with explaining the business need, decision making regards investments but also to explain the ethos of your business.</p> <p>A business plan will also include your compliance levels, impact on rural economy (e.g employment, supporting local events, use and promotion of the Welsh language and culture), short- and long-term goals and long-term sustainability targets. The financial projections will demonstrate economic viability of the business.</p>	<p>Business Plan writing support is available at Business Planning Farming Connect and through Advice Farming Connect (please note this offer is not fully funded).</p>
<p>Extras</p>	<p>Emphasise your commitment in your future, and how it connects to Welsh Government Policy e.g how you are addressing cross cutting themes such as Equality.</p> <p>A business plan can assist to provide the level of detail required, including indicators and outcomes e.g. number of jobs created.</p>	<p>The support of a consultant, funded by Farming Connect Horticulture may assist with this. Contact: Horticulture@lantra.co.uk</p>

Tips when completing an application:

- Be prepared with all supporting documents
- Save as you move through the application so you can return at another time
- Be clear and understand the business need - what are you applying for? Is it an eligible item?
- Do not leave this until last minute and check for any RPW Online offline times in advance
- If planning permissions are required - this can be done via the planning department of your local authority (a 1-2-1 advice session can be booked with Farming Connect Horticulture and a planning consultant to help establish these considerations)
- If relevant, you can learn more about Sustainable drainage System requirements (SuDS) via your local authority's SAB Approving Body (this can also be included in a 1-2-1 discussion as above)
- Be clear about your compliance with minimum standards and legislative requirements (environment, hygiene, health and safety)
- Explain any new technology to be introduced and the benefits of this

DO NOT START ANY WORK UNTIL A CONTRACT HAS BEEN OFFERED BY WELSH GOVERNMENT

- If a contract is offered, you may need to accept or decline it on RPW Online
- Ensure you purchase all items as stated in the contract
- Provide proof of payment of all items purchased
- Complete all purchasing within time allowed on contract



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