



CYNGOR SIR GAERFYRDDIN:
Rhaglen Cyfalaf Gofal Plant a Blynyddoedd Cynnar
2025-2028

CYNLLUN GRANTIAU CYFALAF BACH
CANLLAWIAU AC AMODAU

CARMARTHENSHERE COUNTY COUNCIL
Childcare and Early Years Capital Grant Programme
2025-2028

SMALL CAPITAL GRANT SCHEME:
GUIDANCE AND CONDITIONS

Dylid cyfeirio bob ymholiad i:	All enquiries should be directed to:
Ebost / E-mail: smallgrantscheme@carmarthenshire.gov.uk	

Childcare and Early Years Capital Programme **2025-2028 – Small Grant Scheme**

The Purpose of the funding is to offer childcare providers and childminders small grant funding to improve their premises for the provision of childcare services

GUIDANCE NOTES AND CONDITIONS

All childcare settings registered with Care Inspectorate Wales (CIW) are eligible to apply. This includes childminders, private and voluntary sector providers, and maintained settings offering full day care, sessional day care, open access play, creche and out of school childcare. Applications can also be considered from childcare providers who are in the process of applying for CIW registration; the Local Authority will need to be satisfied that the provider is genuinely in the process of making that application to CIW.

The childcare setting location must be based in Carmarthenshire.

A provider cannot apply to more than one Local Authority even though they may be taking children from more than one Authority area.

If a provider has more than one registered setting, then they would need to make individual applications for each setting and will not be able to transfer money between projects.

In making an application a provider must:

- Be able to articulate the benefit to the setting and children of the investment.
- Be registered with CIW or in the case of new providers, give a written undertaking that it will register with CIW at the earliest opportunity. If a setting is not registered within 6 months of grant having been drawn down then the Council may take steps to recover the funds.
- Be registered with the Council to deliver and offer places for either:
 - o Flying Start
 - o Childcare Offer
 - o Foundation Learning (3 year old education funding)
- Be able to demonstrate security of tenure for a minimum of 5 years. Where the number of years remaining of a lease is less than 5 years, consideration may be given to applications where the provider is able to show that there is a clear commitment or intent from the landlord to renew the lease.

- Be able to provide evidence to prove financial stability. All essential bills are up to date with no arrears, including Council Tax.
- Be prepared to commit to offer Childcare places for a minimum of 5 years from the date on which the final grant payment is made and acknowledge that if it stops providing Childcare places or routinely accepts privately fee paying children over those in receipt of Welsh Government funded childcare, then it will be required to repay all or part of the grant funding paid. The amount repayable will vary depending on the circumstances.
- Support the Local Authority Childcare Sufficiency Assessment.
- Deliver Welsh Medium provision or be working on strengthening Welsh medium provision.
- Be prepared to work alongside the Childcare Unit and Umbrella Organisations Childcare Development Officers to ensure viability and long term sustainability.
- Acknowledge the investment it has received in any promotional material issued to parents.

We would expect the maximum amount available to any setting to be as detailed below. However, the Council can use its judgement to offer over the maximum amount if there are exceptional circumstances.

The amount of the grant awarded depends on service provision and individual circumstances:

	Small Capital Grant
Childminders	£7,500
Childcare providers registered for 15 or fewer places	£10,000
Childcare providers registered for 16 to 29 places	£15,000
Childcare providers registered for 30+ places	£20,000

Please check with Sabrina Morris if unsure:

smallgrantscheme@carmarthenshire.gov.uk

The amounts indicated above are for the lifetime of the Childcare and Early Years Small Capital Grants 2025-2028.

This new grant funding is available to settings who also received funding in the 2022-2025 grant allocation.

We do anticipate a high demand for the grant so applications must be realistic, so please provide as much evidence as possible to support your application. Each application will be assessed and scored on an individual basis by a panel and successful settings will be notified of the award being offered to them.

Funding can be offered for various capital works that may be needed such as:

- General refurbishment, including painting, replacing carpets, etc.
- Improving the outdoor play facilities of a setting, such as replacing the outdoor play surface, shelters or providing a canopy to enable play and learning in all weather.
- Replacing / repairing fixtures and fittings such as toilets, kitchen facilities, windows, doors, etc.
- Replacing worn equipment / furniture which could potentially pose a health and safety risk. For example, a rusted outdoor climbing frame, broken or badly worn furniture, which could cause splinters; or a well-used and tatty changing table, which can no longer be hygienically cleaned.
- The provision of bespoke equipment / furniture / sensory room equipment which will enable a provider to care for a disabled child or a child with additional learning needs.
- Purchasing of new furniture for new childcare settings.
- One off maintenance requirement for existing settings.
- Push chairs and car seats – for use by childminders and childcare settings at the discretion of the Local Authority.
- Solar panels may be supported under the small grant funding where a childcare setting / childminder can clearly demonstrate the total cost benefit / return on investment (ROI). A contribution may be considered by the Local Authority where a childminder is requesting solar panels.

What cannot be funded:

The grant funding is for capital purchases only, essentially something that has a resale value or improves the value of the property.

It cannot be used to fund:

- The purchase of consumables, such as paper, cleaning materials, nappies, etc
- Staff costs such as wages, training, travel and subsistence
- The purchase of clothing, e.g. Tabards, Smocks, Wellington boots, etc
- Utility bills such as gas, electric, rates
- The provision of running costs for Wifi connection
- Insurance costs e.g. building insurance, employer's liability insurance, etc

This list is not exhaustive; if there is any doubt as to whether or not an item is eligible please contact smallgrantscheme@carmarthenshire.gov.uk with your query.

CHILDMINDERS ONLY

As childminders work on domestic premises, they should clearly demonstrate the nature of what is being requested and why, and how this benefits the childminding setting and children in their care. A request for a contribution for works within communal areas of the childminders home should be considered and will be determined by the Local Authority. However, each case should be assessed according to the need, circumstance and environment that the childminding is being delivered.

Grants cannot be used for any purpose other than that stated on the application form and within the Terms and Conditions.

All funding allocated within a financial year should be spent before 31 March 2027. You will be required to complete a monitoring report on how the funding was used.

Should a grant recipient fail to comply with the conditions of the grant or fail to return the report by the set date then you will be required to repay the funding in full or part. Such sum shall be immediately repayable to the Council.

All providers in receipt of funds from the Small Grants Scheme will be required to formally accept the offer in writing, by signing the Acceptance Contract as well as the Terms and Conditions of the grant.

The funding is being provided by the Welsh Government and this must be acknowledged in any literature and social media correspondence such as newsletters and the relevant Welsh Government branding should be used;

In accepting this offer of funding, the applicant agrees to provide Childcare places for a minimum of 5 years from the date the grant funding is paid.

If you buy goods and / or services to achieve the purpose of the application, you will have to buy them in a competitive and sustainable way to show that you have achieved the best value when using public money.

You will need to submit 3 estimates for individual items/work valued over £4,999.00, and a clear rationale for choosing your option to accompany the application. All estimates must be from Carmarthenshire based companies / contractors. If you wish to use a company / contractor not based within Carmarthenshire, you must provide a clear explanation for your choice.

If the applicant **decides not to accept** children being funded via any Welsh Government funded programme, then they will be liable to repay all or part of the funding paid. This will not apply if the applicant can clearly demonstrate that they would welcome children under these programmes but there is no **capacity**.

If the setting stops providing Childcare places or routinely accepts fee paying children over those in receipt of Welsh Government programmes, then they will be required to re-pay all or part of the grant funding paid;

The funding must be spent solely on those items deemed eligible for funding, if there is evidence that any part of the funding has been used for ineligible items then the applicant will be required to repay that amount.

A provider may apply for funding for the same setting more than once in any financial year, provided that the total amount awarded to an individual setting does not exceed more than the maximum allowed due to setting type and size.

In accepting the grant funding, the applicant agrees to treat the Welsh language no less favourably than the English language.

Receipts / invoices for all expenditure will have to be kept and returned with a monitoring form before the end of the relevant financial year.

Any underspend will need to be re-paid to the Council.

The Family Information Service, Childcare and Play Team have the right to conduct a monitoring visit to ensure that the grant money has been spent exactly as stated

on the original application form and inspect your documentation and you agree to co-operate with the Council and the Welsh Government in that regard.

There is an expectation that you will retain items purchased with the grant funding for a set period from completion of the project and should you sell, transfer, lease or otherwise dispose of all or any substantial part of the assets purchased within 5 years of final payment, you will be required to pay some of the funding back proportionally to the Council.

You agree to repay funding to the Council on demand in the event of a breach by you of the terms under which the grant is awarded.

You will have adequate insurance cover in place.

You acknowledge that we are subject to the requirements of the Freedom of Information Act 2000 and you may be required to disclose information if required.

For 5 years from the final date of payment for the Small Grants Scheme you agree to participate in any promotional material required to be undertaken by Welsh Government.

In all publicity associated with the Childcare provision, reference should be made to the fact that a grant has been awarded by Carmarthenshire County Council through the Welsh Government's Childcare and Early Years Capital Grant.

Childcare settings need to promote their services e.g. Childcare Offer & Flying Start (using the appropriate branding and wording) through social media, flyers, and other forms of advertising.

Closing date for applications:

Tuesday 1st December 2026