

# Access Broadband Cymru



Llywodraeth Cymru  
Welsh Government

## Application Form

A copy of this document is available in Welsh. If you would prefer to receive the Welsh version of this document, we would encourage you to contact us on 0300 025 8887. Alternatively it is available to download in Welsh and English at [www.wales.gov.uk/broadband](http://www.wales.gov.uk/broadband)

Mae copi o'r ddogfen hon ar gael yn Gymraeg. Os yw'n well gennych dderbyn y fersiwn Gymraeg o'r ddogfen hon, byddwn yn ddiolchgar pe cysylltwch â ni ar 0300 025 8887. Fel arall, mae ar gael i'w lawr lwytho'n Gymraeg neu Saesneg ar [www.cymru.gov.uk/bandeang](http://www.cymru.gov.uk/bandeang)

**This application form should only be completed if the broadband service to the premises (if available) cannot deliver a step change in service provision of at least twice the current download speed. Your proposed service must ensure an absolute minimum download speed of at least 10Mbps.** Please refer to the Eligibility Criteria and Scheme Conditions for further clarification.

Please write clearly and tick the boxes as appropriate.

Please use black typescript or black ink.

Please ensure you have read our Eligibility Criteria and Scheme Conditions leaflet.

Please ensure you read and understand the Privacy and Fair Processing Notice.

The Access Broadband Cymru scheme provides support for the eligible costs of alternative broadband solutions. To receive funding, premises must be able to evidence their new grant supported broadband connection has provided the necessary step change with an absolute minimum download speed of at least 10Mbps. **Prospective grant applicants should consider that they may be able to benefit from more preferable terms and conditions once competitive options are available following an upgrade in their area under Superfast Cymru.**

You should only apply for grant funding under Access Broadband Cymru if you are certain that you have chosen the solution which best suits your needs for the full term of your obligation to your service provider.

**Please use the Eligibility Criteria & Scheme Conditions document for assistance in completing this form.**

Please tick the box that describes the category of your application

Individual Household (Residential) – please complete sections 1a, 2, 3a, 5, 6 & 7

Individual Household (Residential) as part of a Community – please complete sections 1a, 1c, 2, 3a, 3b, 5, 6 & 7

Enterprise/3rd Sector Organisation (Business or Voluntary Group) – please complete sections 1b, 2, 3a, 4, 5, 6 & 7

Enterprise/3rd Sector Organisation (Business or Voluntary Group) as part of a Community – please complete sections 1b, 1c, 2, 3a, 3b, 4, 5, 6 & 7

Project Application Number:  
For Official Use Only

## Section 1 – Contact Details

### 1a. Individual Applicant's Contact Details

Name:	
Address (including Postcode):	
Email address (if available):	
Is there a land line telephone connection to the property?	Yes No
Land Line Telephone Number Required:	
Alternative Telephone Number or mobile (if no land line number at installation premises)	

### 1b. Enterprise/3rd Sector Organisation's Contact Details

Please tick the box that describes the category of your application	
A Business with premises based in Wales	
A 3rd Sector Organisation/registered charity with premises based in Wales	
Name of Organisation:	
Contact Name:	
Address (including Postcode):	
Email address (if available):	
Company Web Site (if available):	
Is there a land line telephone connection to the property?	Yes No
Land Line Telephone Number Required	
Alternative Telephone Number or mobile (if no land line number at installation premises)	
Is your business VAT Registered?	Yes No
VAT Registration Number:	
Company Reg Number / Registered Charity Number	

Are you a member of a group of companies/3rd sector organisations? Yes No

Name and address of the Parent Company/Governing organisation (or any other company owning more than 25% of the organisation)

Name:	
Address (including postcode):	

### 1c. Community Details

Name and Geographical Location of your Community

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Community Scheme Project Co-ordinator Contact Details

Name:	
Address (including Postcode):	
Email address (if available):	
Telephone Number:	

## Section 2 – Installation Details (To be completed by all Applicants)

Installation Details (including postcode) if different from address in Section 1a or 1b

Installation Address (including Postcode):	
Email address (if available):	
Is there a land line telephone connection to the property? Yes No	
Land Line Telephone Number Required	
Alternative Telephone Number or mobile (if no land line number at installation premises)	

## Section 3 – Project Details and Costs

### 3a. To be completed by all applicants.

I confirm that my broadband connection will have minimum service provision contract duration of no less than 12 months? Yes

I confirm that I do not intend to claim capital allowances on the required equipment costs Yes

I confirm that my chosen ISP service can meet the step change criteria and can deliver a minimum download speed of 10Mbps. Yes

It is agreed that any installed broadband equipment associated with this grant application will remain at the premises and is not transferable. Yes

**Note:** The Welsh Government cannot provide support on capital equipment if you claim capital allowance against it.

Individuals, Enterprises and 3rd Sector Organisations may choose an Internet Service Provider or propose a provider capable of satisfying the requirements (see Eligibility Criteria & Scheme Conditions).

### 3b. Community Applicants Only

Community Applications are required to submit proposals from 3 Internet Service Providers detailing the solution and cost breakdown (see Eligibility Criteria & Scheme Conditions for guidance).

Name of your chosen Internet Service Provider		
Name of Contact & Telephone Number:		
Address (including Postcode):		
Breakdown the number of Individuals/Enterprises/ 3rd Sector making up the community	<b>No. of Individuals</b>	<b>No. of Enterprises/ 3rd Sector</b>
<b>Financial Details of Project</b>	<b>Net Amount (£)</b>	<b>VAT Amount (£)</b>
Total scheme cost for community		
<b>Cost per applicant</b>	<b>Net Amount (£)</b>	<b>VAT Amount (£)</b>

## Section 4 – European Community Aid

### To Be Completed by Enterprises/3rd Sector Organisations ONLY

Has your business/3rd sector organisation received any de minimis aid in the past 3 years from any public source, (e.g. Government Departments, their agencies or local authorities) including financing from the European Community?

Yes

No

If you answered 'yes' please list the aid received below.

The total de minimis aid given to your enterprise in the last three years must not exceed the ceilings in the table below. 'Sector' refers to the activity of your business and not to the purpose of the aid given.

Sector	De minimis limit
Road Transport	€100,000
Agriculture	€15,000
Fisheries	€30,000
All other sectors with the exception of coal	€200,000

For each new instance of de minimis aid, the total amount of de minimis aid received by your business during the current and previous two fiscal years needs to be determined.

I confirm that I have received the following aid during the previous 3 fiscal years (ie the current fiscal year and the previous 2 fiscal years).

Date	Name of Scheme	Awarded By	Amount

Please continue on a separate sheet if necessary.

## Section 5 – Data Protection

The information which you provide on this form will be used by the Welsh Government to assess your application for the Access Broadband Cymru scheme. If your application is successful, we will use the information provided in this form for administration and management purposes, including carrying out appropriate checks, auditing and marketing. In addition we may need to share this information with associated organisations. The Welsh Government would also like to use your information to help identify services which we or associated companies may offer and which may be of interest to you.

Neither the Welsh Government nor its staff can be liable for loss resulting from action taken on the basis of general information given. **This application form does not constitute any form of contract.**

You have the right to ask for a copy of the information which we hold on you and which is subject to the Data Protection Act 1998, (for which we may make a small charge), and to correct any inaccuracies in your information.

Please ensure you read and understand the Privacy and Fair Processing Notice.

I acknowledge and agree that the Welsh Government is able to discuss all aspects of my application with my chosen Internet Service Provider as necessary.

**Please tick if you do not agree to this.**

## Section 6 – Declaration

All Applicants are required to read, sign and date the remainder of the form

I the undersigned apply for funding for the eligible costs of the above project, minus my own contribution, and also consent to allowing the Welsh Government:

- To undertake any credit checks considered necessary to assess the application.
- The opportunity to use the project as a case study for publicity purposes.
- I declare that the information on this form, and any other information given in support of the application, is correct to the best of my knowledge.
- **I have not received any public funding for broadband previously and I have not applied, nor shall I apply, nor have I been offered financial support from any other public body in respect of this project.**
- I understand providing wrong or deliberately misleading information is an offence and that such information may be used against me in any subsequent criminal investigation.
- I understand that if I have provided incorrect or misleading information as part of this Application or in support of this Application including where applicable, but not limited to, any information relating to the amount of 'de minimis aid' I have received then I will be required to repay all of the Funding to the Welsh Government immediately.
- I understand that the information provided on this form may be made available to other Departments/Agencies for the purpose of preventing or detecting crime.
- I understand that the Welsh Government reserves the right to verify my internet connection, by means of a visit, prior to being approved for funding.
- I understand that the Welsh Government withhold the right to audit any of the works carried out as a direct result of this support scheme.
- I understand that I must inform the Welsh Government immediately of any change in circumstances which may affect this application in relation to this scheme.
- I understand that the Welsh Government cannot grant retrospective funding for broadband

installations and I therefore confirm that I have not had broadband installed at my property, nor have I paid for such work to be undertaken.

- **The Welsh Government can not be responsible for any problems with my broadband service that arise after the effective installation of broadband equipment, including but not limited to the dissolution of my chosen internet service provider.**
- I understand that I will be responsible for payment of the monthly service charge to my Internet Service Provider and that the Welsh Government will not be party to any contract I enter into with a service provider.
- I agree that the grant payment for broadband installation will be made directly to the ISP on my behalf and in accordance with the voucher value.

Enterprises should be aware that the European Court of Auditors may audit any body or person managing or receiving Community funds. In particular, it audits the Community institutions and bodies, the national, regional and local authorities and the final recipients of Community aid.

#### **For Enterprises/3rd Sector Organisations:**

- I acknowledge that if I fail to meet the De Minimis Eligibility Criteria, I/we shall become liable to pay the full price that would otherwise be payable in respect of the services received.
- I declare that we have not already received aid exceeding the de minimis ceilings over the last 3 financial years as set out under Section 4.0 of this Application Form.

The Welsh Government reserves the right to recover an appropriate share of the proceeds of asset sales whose initial purchase was funded by the Access Broadband Cymru scheme. If you do not meet the terms of the twelve month contract then the Welsh Government reserves the right to recover the funds.

**The completion and submission of this form by Applicants does not guarantee an offer of funding from the Welsh Government. The Welsh Government retains discretion in relation to the assessment of all applications. The Welsh Government reserves the right to alter any element of the scheme, including the eligibility criteria, at any time without further notice. The Welsh Government reserves the right to discontinue the scheme at any time without further notice.**

Please provide one signature in the case of individual application – the Applicant

Please provide one signature in the case of an Enterprise – director

Please provide one signature in the case of a Sole Trader – proprietor

Please provide one signature in the case of a 3rd sector organisation – trustee

- I understand that the Superfast Cymru project may benefit my premises within the life of the contract for which I am receiving grant support. Superfast Cymru may allow me a greater choice of Internet Service Providers, and I may be able to benefit from more preferable terms and conditions once these competitive options are available, but I am content to remain with my ABC funded service until my grant obligation ends.
- I confirm that I have read and I am content with the information contained within the General Data Protection Regulation and Fair Processing Privacy Notice.
- I confirm that I have read and agreed to the terms set out in the separate Eligibility Criteria and Scheme Conditions, which are available at [www.wales.gov.uk/broadband](http://www.wales.gov.uk/broadband)
- I acknowledge any equipment installed through the voucher scheme must remain at the installation premises and is not transferable.

Signed	
Full Name (in capitals)	
Date:	
Title:	

All sections of this application form must be completed as indicated.

## Section 7 – Check List

**Before you send in your application please tick the boxes below to ensure you have included all required documentation for your application**

I have read and understood the scheme’s Eligibility Criteria and Scheme Conditions document.

I confirm that I have read and I am content with the information contained within the General Data Protection Regulation and Fair Processing Privacy Notice.

1 supplier quote from a service provider on their company headed paper  
(For Individual Applications).

(Community Applications Only) The Community Lead has provided 3 proposals from ISP’s.

Please be reminded:

**You should NOT enter into any contract with your Internet Service Provider until you have received, signed and returned your Offer of Funding Letter to the Welsh Government.**

**Any part of an installation carried out prior to this will be deemed a retrospective application. The Welsh Government is unable to support retrospective applications.**