

Ffurflen gais ar gyfer Grant Technoleg a Chyfryngau Digidol Cymraeg Welsh-language Technology and Digital Media Grant Application Form

1: MANYLION YR YMGEISYDD APPLICANT DETAILS

1.1 Teitl y prosiect Project Title	Clecs – Welsh Speaking Social Media Platform
1.2 Cyfanswm y grant y gwneir cais i Lywodraeth Cymru amdano Total Welsh Government grant sought	£20,600
1.3 Enw'r sefydliad Name of organisation	Clecs Media Ltd
1.4 Enw'r prif gyswllt a'i rôl yn y sefydliad Name of main contact and role within the organisation	Michael McCabe – Director
1.5 Cyfeiriad a chod post Address including postcode	16 Butterfield Drive, Pontprennau, Cardiff, CF23 8NE
1.6 Ffôn Tel no	07771996489
1.7 E-bost E-mail	cyswllt@clecs.co.uk
1.8 Gwefan Website	www.clecs.co.uk (not yet live)
1.9 Math o sefydliad Type of organisation (cyhoeddus, preifat neu trydydd sector) (public, private or third sector)	Private
1.10 Rhif cofrestredig y cwmni neu elusen Company or charity registration number (os yn berthnasol / if relevant)	08939141

2: EICH PROSIECT YOUR PROJECT

2.1 Pa fath o brosiect ydych chi'n gwneud cais am arian i'w ddatblygu?

What type of project are you applying for funding to develop?

Datblygu Ap Develop an App ☐ iOS ☐ Android ☒ WindowsMobile ☐ Arall/Other.....	Datblygu gwefan Develop a website ☐	Datblygu meddalwedd i atgyfnerthu isadeiledd Develop software to reinforce infrastructure ☐	Marchnata/Codi ymwybyddiaeth Marketing/Awareness Raising ☒
Arall/Other (disgrifiwch/ please describe) 			

Disgrifiad o'r prosiect Project description

2.2 Rhowch ddisgrifiad byr o'ch prosiect arfaethedig. Nodwch yr hyn y bwriedir cyflawni gyda'r grant, nod ac amcanion y gwaith yn ogystal â'r canlyniadau y dymunwch eu gweld. (Cyfeiriwch at y ddogfen "Asesu eich cais" er mwyn sicrhau eich bod yn cyflwyno digon o wybodaeth i'n galluogi i werthuso eich cais).

Dyma rai enghreifftiau o bethau pwysig i'w nodi:

- pa systemau gweithredu neu blatfformau y bydd eich cynnyrch yn eu defnyddio;
- sut y byddwch chi'n rhannu'r dechnoleg;
- pwy fydd yn berchen ar yr hawlfraint;
- unrhyw drydydd partïon sydd â buddiant yn neu'n berchen ar yr eiddo deallusol, neu rannau ohono;
- manylion trwyddedu;
- a ydy'r cais yn seiliedig ar dyfynbrisau gan gwmnïau allanol?
- hyd oes y cynnyrch, gyda manylion unrhyw gynllun i gynnal y gwasanaeth tu hwnt i gyfnod y grant, os yn berthnasol;
- cost eich cynnyrch i'r cyhoedd, os yn berthnasol.

Please provide a short description of your proposed project. Note what you want to do achieve with the grant, your aims and objectives, as well as the desired outcomes you'd like to see. (Please refer to the document "Assessing your application" to ensure that you provide adequate information to enable us to evaluate your application)

Examples of important information to note:

- which operating systems or platform your product will use;
- how you intend to share the technology;
- who will own the copyright;
- any third parties with an interest in or ownership of the IP, or parts of it;
- licensing details;
- have you based budget on estimates from external suppliers?
- the lifespan of the product, with details of plans to maintain the service beyond the lifespan of the grant, if applicable;
- cost to end-user, if applicable.

We are planning to heavily promote and extend a Welsh language based social media platform which we have developed. This is a place where users can view and share material, thoughts or ideas similar to Twitter/Facebook, however it is 100% Welsh speaking with its own unique concepts. It is web based with iPhone and Android applications and free to use. When launched we intend to push the website to all Welsh speaking individuals who currently use social media and we need help to do so.

The site and corresponding mobile applications provide a unique view on sharing information in a clean environment. Current platforms rely too heavily on features which tend to put off users. Our site will focus on creating content and consuming content in the quickest easiest way possible. However our most unique slant is that it is 100% Welsh language based. Content has to be shared and consumed in Welsh giving the Welsh Language an air of exclusivity.

The service is due to launch in April and funding is needed for promotion to increase reach, maintain server costs, business costs, and provide a platform for the service post launch (PR, Press, and Marketing). We will have enough to keep the company going for at least a year thanks to additional independent funding. At which point we hope to have enough users to generate enough advertising revenue to keep the company going. Our cost projections mean that we will only need 5% of our targeted audience by the end of year 1 to achieve a sustainable business. Sadly without this grant, it will be difficult to promote the service enough to generate the users we require.

With this grant, we aim to generate interest from launch day to try and create a viral effect. We want as many people as possible from day one to sign up and use this service. We want to also improve on the technical aspects of our Apps and Website and develop a Windows Phone app to complement our current Android and iPhone apps.

The copyright will be owned by our company. We have a management structure in place, defined roles, cloud infrastructure to allow fast expansion and a clear and concise goal of the directions we will take. Success of the business is based on active users and the time they spend on the applications we provide. This will be managed and assessed using the tools we will have in place (Google analytics and Windows Azure tools).

The entire site is built using open source technologies. The framework it is built on is ASP.NET MVC which is open source, along with a back end API. This API is open for other developers to utilise our framework if they wish.

As mentioned above, the product and associated apps will be free for users to download and use. We hope for it to run as long as interest is there. The majority shareholder (myself) is a software developer who will be responsible for the maintenance throughout its lifecycle. Revenue will eventually be received in the form of advertising which we hope to integrate into the site in a non-intrusive way (not through generic banner advertising).

The money we have asked for is based around quotes we have received from Radio (Capital/Heart, and Nation radio), Social media advertising, 3 video production companies, 7 different application developers and extensive research into cloud hosting in order to achieve our desired results (70% of our target audience reached within the first 6 months).

Tua 500 o eiriau / Around 500 words

2.3 Dyddiad yr allbwn cyntaf a'r olaf: (disgwylir i'r prosiect gael ei gwblhau ym mlwyddyn ariannol 2015-16 – nodwch yma os na fydd hyn yn bosibl a pham. Byddai prosiectau sy'n para tua 6 mis yn ddelfrydol).

Date of 1st and last output: (we expect the project to be completed in the 2015-16 financial

year – please note here if this is not possible and why. Projects of around 6 months would be ideal).

The product launch is tentitively schedualed for between 1st April and 1st May 2015.

The money would be spent over a 6 month period.

Dim mwy na 200 o eiriau / No more than 200 words

2.4 Disgrifiwch y farchnad ar gyfer eich cynnyrch neu wasanaeth, ynghyd â gwybodaeth am y gynulleidfa darged, hygyrchedd y cynnyrch, a phwy fydd yn elwa ar y gwasanaeth/cynnyrch. Os yn bosibl, dylech gynnwys amcangyfrif o faint o bobl a allai/a fydd yn elwa ar y cynnyrch, ee pob cyfreithiwr/aig sy'n siarad neu'n dysgu Cymraeg, sef tua 300 o bobl.

Please describe the market for your product or service, along with information on the target audience, will the products be accessible, who will benefit from the services/products. If possible please include an estimate of how many people may/will benefit from your product e.g. every lawyer who speaks or is learning Welsh which equates to around 300 people

52% of the population in Wales use social media, and roughly 562,000 people speak Welsh. We estimate that the target audience based on current statistics is at least 292,000 people who fit the criteria for our services.

We feel that our product will benefit every single welsh speaking user of social media as it will provide a way of speaking in their mother tongue without being discriminated against, and also to give them a way of conversing with other Welsh speaking individuals without the fear of offending English speaking users.

There are many Welsh speakers who view their current choice of social media in Welsh, yet still post in English to get interaction with their followers or friends. This platform will only allow Welsh so will become the primary choice for those who feel that Welsh is their first language, and also become a place for those where Welsh is their second language to improve their skills and become more integrated into a language that defines the country they love.

We aim to open the use of the platform to all avenues possible. The site is optimised for mobile and is usable on older browsers and operating systems with no reliance on proprietary software. We will launch with iPhone and Android applications which cover over 90% of all mobile devices and with this grant, we will expand to Windows Phone. The primary goal of this product is to reach as many Welsh speaking people as we can to not only promote the language, but also the Welsh country. One of the ways of doing this is to make the software easy to use and assessable in all available forms.

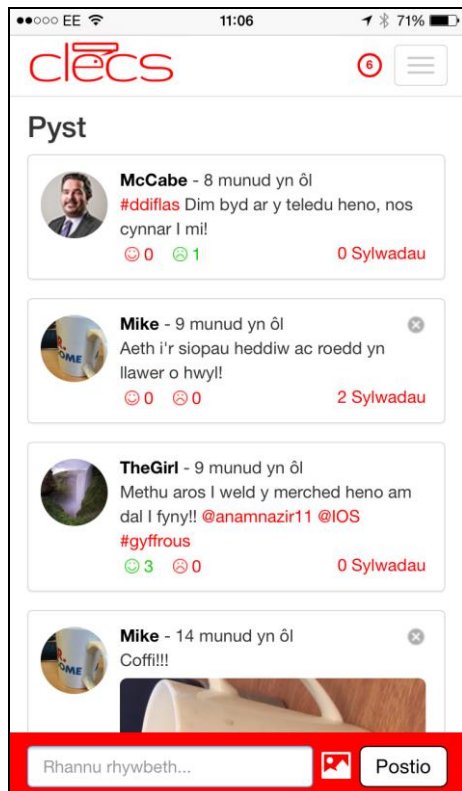
We hope to try and include a bit of the other 48% of Welsh speakers who do not use social media by providing a clean and easy to use product which is smaller in size than competitors, as well as more specific to them.

Finally, we also feel that it can benefit those people who are in Wales and WANT to speak Welsh but have not learnt it enough to have face to face conversations, or live in environments where Welsh is not used or spoken by giving the product an air of Welsh pride

2.5 Rhowch grynodeb o waith eich sefydliad. Cyfeiriwch at ddogfennau eraill sy'n cefnogi'ch cais lle bo'n berthnasol (gallwch ddarparu dolenni gwe i'r rhain, os ydych yn dymuno)

Please provide a summary of your organisation's work. Please refer to other documents which support your application where relevant (you can provide a web link to these, if you wish)

Clecs Media Ltd consist of a Senior Software developer and Marketing Manager who have developed a Welsh Language social media service for early 2015 release. Please see below a screenshot of the application:



To date, we have iPhone and Android apps developed, website and API developed, along with a promotional video, radio adverts and extensive support.

2.6 Disgrifiwch sut y byddwch yn casglu gwybodaeth er mwyn monitro cynnydd yn erbyn eich canlyniadau a'ch targedau.

Describe how you will collect information in order to monitor progress against your outcomes and targets

Our main and primary target and objective is to achieve 70% of our target audience in the first 6 months. When the website and apps launch, they will each communicate to a server using Microsoft Azures cloud hosting platform. This platform, along with additional Google Analytics, will show us real time server and website usage, along with regional and age based statistics.

This information will allow us to monitor its usage to show an increase in activity and subscriptions to prove its success. Conversion rate from site visits and click-through advertising will help us modify and improve whilst adverts and features are live. This data will be monitored and acted upon 9 hours a day for the entirety of the project.

App reviews and website contact forms will allow us to receive feedback for improvements and bug fixes.

2.7 Rhowch grynodeb o'r systemau rheoli y byddwch yn eu defnyddio i reoli'r prosiect a'r gyllideb, a sicrhau ei fod yn cyrraedd ei amcanion.

Provide a summary of the management systems you will use to manage the project and the budget, and ensure that it meets its objectives.

We use BudgetTracker to manage our budgets so would be used to manage the grant money. The success of any marketing campaign carried out using the grant money will be

judged using in depth website statistics, along with mail shot statistics.

We have our own user statistics built into the service, including Sign in attempts, page views against sign ups/sign ins and interaction analysis.

2.8 Sut clywsoch chi am y grant?

How did you hear about the grant?

Via Google, searching for Welsh government grants.

3. ALLBYNNAU A CHANLYNIADAU'R PROSIECT

OUTPUTS AS A RESULT OF THE PROJECT

3.1 Sut y bydd y gweithgareddau a nodwyd yn eich cais yn cyfrannu at wireddu amcanion ['Cynllun Gweithredu Technoleg a'r Cyfryngau Digidol Cymraeg'](#)? Dewiswch y thema/themâu sy'n briodol i'r prosiect o'r rhestr isod. *Gweler atodiad 1 o'r ddogfen 'Canllawiau a meini prawf ar gyfer y cynllun grant' am wybodaeth ynghylch targedau CAMPUS.*

How will the activities set out in your application contribute to delivering the [Welsh Language, Technology and Digital Media Action Plan](#) objectives? Select the theme/themes relevant to your project from the list below. *See attachment 1 of the 'Guidance and Criteria for the Grant Scheme' document for information about SMART objectives.*

Thema Cynllun Gweithredu Technoleg a Chyfryngau Digidol Cymraeg Theme of the Welsh Language Technology and Digital Media Action Plan	Y canlyniadau ieithyddol yr hoffech eu sicrhau The linguistic results you would like to ensure	Targedau CAMPUS i wireddu'r canlyniadau hyn. SMART objectives to realise these results.	Pryd y byddant yn cael eu cyflawni When they will be delivered
1. Marchnata a chodi ymwybyddiaeth o'r dechnoleg a'r cynnwys digidol sydd ar gael yn y Gymraeg ar hyn o bryd; Marketing and raising awareness of the technology and digital content which is currently available in Welsh;	☐ We aim to not only promote users to speak welsh, but to also share content on our site (links, videos, animated pictures etc) which are in the Welsh language. Be that a BBC article for a Welsh event, or a program on S4C. We want to try and create a Welsh based closed loop so that people start on our site for their social media activities, and information they get provided by users is in Welsh only.	☐ Measurable, Achievable and Realistic Data will be available to specifically measure and track the success of this objective. Statistics with the Quantity of shared Welsh content will be readily available along with the impressions that content has made.	Statistics will be available from Day 1. Shared content can be publicly viewed, and our servers will have statistics on any shared links.
2. Ysgogi'r prif gwmnïau technoleg i gynyddu'r ddarpariaeth a gynigir yn y Gymraeg ganddynt; Motivating the main technology companies to encourage an increase in the Welsh language provision offered by them;	☐ If we get the projected users we hope to get, we will create a popular platform for sharing content. If content is posted in Welsh, companies who want to be shared or promoted on our site will have to have	☐ Specific Our ultimate aim is to generate a large user base to promote the Welsh language as much as possible within social media. As the user base grows, companies'	Over time as our company grows in user base, current companies will follow. However this will not be delivered until we become a

	their content in Welsh too. For example, if 300,000 people are using a site daily in Welsh instead of Twitter and Facebook, large companies will have to take notice and provide their services in Welsh	motivation to increase their Welsh language offerings will be inevitable due to their own goals.	popular service.
3. Ysgogi datblygiad pecynnau meddalwedd a gwasanaethau digidol Cymraeg newydd; Encouraging the development of new Welsh language software applications and digital services;	<u>We are providing an open API on launch which we will be maintaining.</u> This will allow other companies to integrate their software with ours, use our statistics and information as well as display our saved content.	☐ Achievable, Measurable, and specific We will be able to see the usage of our API from external applications to know precisely how many applications/services are using it.	We will be able to see our API being used from day 1. However it will be a few months until it is being used by 3rd parties in production
4. Ysgogi, creu, rhannu a defnyddio cynnwys digidol Cymraeg; Stimulating the creation, sharing and consumption of Welsh language digital content;	☐ Not only will our products encourage the creation and consumption of the Welsh language, it is actually providing the platform for this content in the first place. Images, Links, information, updates and pictures will be posted in the Welsh language only. In turn companies will be encouraged to supply Welsh content so it can be posted on our site.	☐ Specific, Measurable, Achievable, Realistic This is the single greatest goal of ours and the entire reasoning behind our services. The production and maintenance of this platform realises these results.	Immediately and ongoing
5. Cefnogi arfer da yn y sector cyhoeddus, y sector preifat a'r trydydd sector. Supporting good practice in the public, private and third sectors.	☐ Our posting structure is similar to that of Twitter which is becoming a valuable tool within businesses today. The issues around Twitter and the Welsh language were noted above	☐ Realistic and Achievable The adoption of our applications in the workplace is an important goal of ours and we have the resources in place to try and make this	Over time once the service becomes popular

	(in relation to important content having to be posted in English). If we provide a popular and trusted method of consuming and supplying information, companies will take notice and start using it themselves within the workplace. Imagine a situation where social media can be used within Welsh businesses and seen as a positive inclusion rather than a detrimental one	possible. Whereas we feel it is achievable, it is a consequence of our aims, not our immediate goal.	
--	---	---	--

4. MANYLION AELODAU'R CONSORTIWM (PARTNER 2)

DETAILS OF MEMBERS OF THE CONSORTIUM (PARTNER 2)

Os yw'r cais yn cael ei gyflwyno gan fwy nag un sefydliad, rhowch fanylion y sefydliadau sy'n rhan o'r consortiwm isod. (Copïwch y tabl hwn fel bo angen)

If the application is being presented by more than one organisation, please provide details of the organisations that make up the consortium below. (Copy this table as needed).

4.1 Enw'r sefydliad Name of organisation	
4.2 Cyfeiriad a chod post Address including postcode	
4.3 Gwefan Website	
4.4 Enw'r swyddog cyswllt fydd yn cydlynu gwaith y prosiect ar ran y sefydliad ac E-bost Contact name for person coordinating the project work on behalf of the organisation and E-mail	
4.5 Swydd Position	
4.6 Ffôn Tel no	
4.7 E-bost E-mail	
4.8 Profiad perthnasol i'r prosiect Experience relevant to the project	

4.9. MANYLION AELODAU'R CONSORTIWM (PARTNER 3)

DETAILS OF MEMBERS OF THE CONSORTIUM (PARTNER 3)

Os yw'r cais yn cael ei gyflwyno gan fwy nag un sefydliad, rhowch fanylion y sefydliadau eraill sy'n rhan o'r consortiwm isod. (Copïwch y tabl hwn fel bo angen)

If the application is being presented by more than one organisation, please provide details of the other organisations that make up the consortium below. (Copy this table as needed).

4.10 Enw'r sefydliad Name of organisation	
4.11 Cyfeiriad a chod post Address including	

postcode	
4.12 Gwefan Website	
4.13 Enw'r swyddog cyswllt fydd yn cydlynu gwaith y prosiect ar ran y sefydliad ac E-bost Contact name for person coordinating the project work on behalf of the organisation and E-mail	
4.14 Swydd Position	
4.15 Ffôn Tel no	
4.16 E-bost E-mail	
4.17 Profiad perthnasol i'r prosiect Experience relevant to the project	



Llywodraeth Cymru
Welsh Government

5. GWYBODAETH ARIANNOL FINANCIAL INFORMATION				
5.1: Gwybodaeth ariannol: costau staff				
Cyflogau: nodwch y manylion canlynol ar gyfer unrhyw swyddi y gwneir cais ar eu cyfer. Nodwch gyfanswm y cyflogau ynghyd â chyfanswm cyfraniadau'r cyflogwr ar gyfer yswiriant gwladol a phensiwn.				
5.1: Financial information: staff costs				
Salaries: please provide the following details for any posts for which this application is being made. State the sum total of salaries together with employer contributions for National Insurance and pension.				
Swydd Post	Costau cyflog llawn (gan gynnwys pensiwn ac yswiriant gwladol) Total Salary Cost (including pension and national insurance) £	Cyfraniad grant y gwneir cais i Lywodraeth Cymru amdano Contribution of Welsh Government grant sought £	Grant Llywodraeth Cymru fel % The Welsh Government's grant as a %	
Marketing Manager	£16,000.00	£6,000.00	37%	
	£0.00	£0.00	0%	
	£0.00	£0.00	0%	
	£0.00	£0.00	0%	
	£0.00	£0.00	0%	
	£0.00	£0.00	0%	
	£0.00	£0.00	0%	
	£0.00	£0.00	0%	
	£0.00	£0.00	0%	
	£0.00	£0.00	0%	
	£0.00	£0.00	0.00%	
Cyfanswm costau swyddi/Total cost of posts	£16,000	£6,000	37%	



Llywodraeth Cymru
Welsh Government

5.2: Costau eraill 5.2: Other costs	Disgrifiad o'r gost Description of cost	Cost llawn Full costs	Grant Llywodraeth Cymru Welsh Government grant	Grant Llywodraeth Cymru fel % Government's grant as a %
1. Costau swyddfa (ee rhent, trydan). Os yw eich costau swyddfa yn fwy na 10% o gyfanswm y cyflogau bydd angen i chi restru'r holl gostau rhedeg. <i>Office Costs (e.g. rent, electricity). If your office costs are more than 10% of the salary totals you will need to list all of your running costs.</i>		£0.00	£0.00	0.00%
		£0.00	£0.00	0.00%
		£0.00	£0.00	0.00%
		£0.00	£0.00	0.00%
		£0.00	£0.00	0.00%
		£0.00	£0.00	0.00%
		£0.00	£0.00	0.00%
		£0.00	£0.00	0.00%
2. Costau gweithgareddau <i>Cost of activities</i>	Radio Advertising	£5,000.00	£3,000.00	60%
	Video production	£4,500.00	£2,500.00	55%
	Phone Appplication development	£3,500.00	£1,500.00	43%
	Social Media Advertising	£6,000.00	£3,000.00	50%
	Application improvement/addition development	£3,000.00	£2,000.00	66%
	First 6 Month Server Costs	£1,200.00	£600.00	50%
	Required Development hardware	£2,000.00	£1,000.00	50%
	Extra advertising/marketing costs	£1,400.00	£1,000.00	71%
Cyfanswm costau Total costs		£26,6005	£14,600	54%
5.3: Cyfansymiau 5.3: Totals		Cost llawn Full costs	Grant Llywodraeth Cymru	Grant Llywodraeth Cymru fel %



Llywodraeth Cymru
Welsh Government

			Welsh Government grant	Government's grant as a %
Cyfanswm costau swyddfa a gweithgareddau Total office and activity costs		£26,600	£14,600	54%
Cyfanswm costau staff Total staff costs		£16,000	£6,000	37%
1. Cyfanswm eich holl gostau Total costs		£42,600		
2. Cyfanswm y grant yr ydych yn ceisio amdano Total grant sought		£20,600		
3. Canran cyfraniad Llywodraeth Cymru ar eich gweithgareddau Percentage contribution of Welsh Government's grant to your activities		48%		
5.4: Arian cyfatebol (os yn berthnasol)				
5.4: Match Funding (if relevant)				
Nodwch o ble y daw unrhyw arian cyfatebol Note below the source of any match funding.				
Ffynhonnell/Source		Swm/Sum (£)		
Investor (PCF Print Management) – Salary		£10,000		
Investor (PCF Print Management) – Costs		£11,000		
Investor (PCF Print Management) - Hardware		£1,000		
5.5: Taliadau o flaen llaw				
Polisi Llywodraeth Cymru yw talu trwy ôl-daliadau. Fodd bynnag, mae'n cydnabod nad yw rhai sefydliadau yn cadw llawer o arian wrth gefn ac nad oes ganddynt yr adnoddau i ymgymryd â gwaith gan dderbyn tâl wedi iddo gael ei gwblhau. Gallwn ystyried darparu cyllid ar gyfer gwariant ymrwymedig cyn talu os darperir tystiolaeth glir o'r angen amdano. Os oes angen taliad o flaen llaw arnoch, llenwch Atodiad 1.				
5.5: Payment in advance				
The Welsh Government's policy is to make payments in arrears. However, it recognises that some organisations do not hold large reserves				



Llywodraeth Cymru
Welsh Government

and do not have the resources to undertake work and receive payment afterwards. Provision of funding for committed expenditure may be considered in advance of payment but only where evidence of need is clearly established. If payment in advance is required then please fill Annex 1

Payment in advance needed – we have completed Appendix 1

5.6 Sut hoffech dderbyn y grant? Cyfres o randaliadau yn seiliedig ar wariant neu ar ddiwedd y project?

5.6 How would you like to receive the grant? A series of instalments based on expenditure or on completion of the project?

We would like a series of installments monthly from invoices. We will need the money cleared to pay invoices when due.

5.7 Faint o gymorth cyhoeddus ydych wedi'i dderbyn o dan y Rheoliad De Minimis yn ystod y flwyddyn ariannol gyfredol a'r ddwy flynedd flaenorol? (Os ydych wedi derbyn dros €200,000 mewn arian de minimis yn ystod y tair blynedd flaenorol, nid ydych yn gymwys i dderbyn grant gan Lywodraeth Cymru o dan y cynllun hwn).

How much public support have you received under the de minimis Regulation in the current and previous two fiscal years? (Please note that if you have received over €200,000 in de minimis funding during the last three fiscal years, you are not eligible to receive grant funding from the Welsh Government under this scheme).

Dyddiad Date	Ffynhonnell Source	Swm £ Amount £
	CYFANSWM	



Llywodraeth Cymru
Welsh Government

5.8 Cadarnhewch fod eich sefyllfa ariannol yn galluogi'ch sefydliad i barhau yn ystod 2015-16 <i>Please confirm that your financial situation will allow your organisation to operate as a going concern during 2015-16</i>	Ydy
5.9 Cadarnhewch nad oes unrhyw un o swyddogion neu aelodau eich sefydliad yn cael ei amau, neu wedi'i gael yn euog, o dwyll neu unrhyw drosedd berthnasol arall. Mae'n rhaid i chi hysbysu Llywodraeth Cymru ar unwaith os na fedrwch wneud hyn. Cliciwch y blwch ar y dde. <i>Please confirm that no official or member of your organisation is being suspected, or has been found guilty of, fraud or any other relevant offence. You must inform the Welsh Government immediately if you are unable to do this. Please click the box on the right</i>	Nobody under suspicion or been found guilty



Llywodraeth Cymru
Welsh Government

RHESTR WIRIO CHECKLIST

1. **A ydych wedi sicrhau eich bod yn gymwys i ymgeisio am y grant?** *Have you checked that you are eligible to apply for this grant?*
2. **A ydych wedi cwblhau pob adran berthnasol yn cynnwys pob sefydliad sy'n rhan o'r cais?** *Have you completed all relevant sections, including all organisations that are part of the application?*
3. **A ydych wedi cynnwys eich cyfrifon archwiledig diweddaraf, neu ddolen gwe iddynt? (Sector preifat a trydydd sector yn unig)**
Have you included your most recent audited accounts or a link to their location? (Private and third sector only)
4. **A ydych wedi cwblhau'r datganiad De Minimis yn 5.7 uchod?** *Have you completed the De Minimis statement at 5.7 above?*
5. **A ydych wedi cynnwys eich cyfansoddiad, neu ddolen gwe iddo? (Sector preifat a trydydd sector yn unig)** *Have you included your constitution or a link to its location? (Private and third sector only)*

Rwy'n cadarnhau bod yr holl wybodaeth a roddir yn y ffurflen hon, ac mewn unrhyw ddeunydd ategol, yn gywir hyd eithaf fy ngwybodaeth. Drwy e-bostio'r ffurflen hon at Lywodraeth Cymru, cydnabyddaf fod gennyf awdurdod llawn fy sefydliad i ymgeisio am grant gan Lywodraeth Cymru.

I confirm that all of the information given in this form and any supporting material is correct to the best of my knowledge. By e-mailing this form to the Welsh Government, I acknowledge that I have the full authority of my organisation to apply for a grant from the Welsh Government.

Enw a llofnod swyddog cyswllt yn y sefydliad:
Name and signature of contact person within the organisation:

Enw/Name: __Michael McCabe__

Llofnod/Signature: _____

Rôl o fewn y sefydliad : ____Director____

Role within the organisation:

Dyddiad / Date: ____15/01/2015____



Llywodraeth Cymru
Welsh Government

Cyfarwyddiadau

- Gofynnir i chi lenwi'r ffurflen gais yn electronig, a chynnwys dolenni i'r dogfennau a restrir yn y paragraff isod os oes copïau electronig ohonynt ar gael. Dylech e-bostio'r ffurflen gais i techcy@cymru.gsi.gov.uk erbyn canol dydd, 30 Ionawr 2015. Dylech wedyn hefyd anfon copi caled o'ch cais, wedi'i lofnodi, dim hwyrach na 13 Chwefror 2015. Anfonwch eich cais at yr Uned Iaith Gymraeg, 3ydd Llawr, Parc Cathays 2, Caerdydd, CF10 3NQ.
- Ni chaiff ceisiadau hwyr eu hystyried.
- Caiff pob cais ei dderbyn a'i asesu ar sail yr wybodaeth a ddarperir gennych. Ein bwriad yw hysbysu ymgeiswyr o ganlyniad eu cais cyn diwedd Mawrth 2015.
- Os bydd eich cais yn llwyddiannus, byddwn yn cadarnhau eich canlyniadau a'ch targedau yn y llythyr cynnig grant.

Instructions

- You should e-mail the form to us at techcy@wales.gsi.gov.uk by 12.00 midday, 30 January 2015. You should also send a signed hard copy of your application to us no later than 13 February 2015. Please send completed application forms to: The Welsh Language Unit, 3rd Floor, Cathays Park 2, Cardiff, CF10 3NQ.
- Late applications will not be accepted.
- Each application will be accepted and assessed on the basis of the information provided by you. We will aim to inform applicants of the result of their application during March 2015.
- Should your application be successful, your outcomes and targets will be confirmed in your grant offer letter.