Cyd-bwyllgor Corfforedig De-Ddwyrain Cymru | South East Wales Corporate Joint Committee

Report for:	ACTION
Contains Confidential or Exempt Information	NO

For Consideration By	South East Wales Corporate Joint Committee
Report Title	Cardiff Capital Region Welsh Language Policy on Awarding Grants
Report of	Jill Byron, Strategic Director of Legal & Governance and Monitoring Officer Colan Mehaffey, Strategic Director of Policy, Impact and Partnerships
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Implementation Date	Immediate
Affected Council Areas	All
Keywords / Index	Welsh Language Policy on Awarding Grants

1. Recommendations

1.1. The South East Wales Corporate Joint Committee is asked to:

(1) Consider and approve the CCR Welsh Language Policy on Awarding Grants

2. Reasons for the Report

2.1. To present the CCR Welsh Language Grants Policy (see Appendix 1) to CJC for consideration and adoption. The Strategy will ensure compliance with the requirements of the Welsh Language Standards (No. 1.) Regulations 2015.

2.2. The Policy provides a practical and consistent framework to support staff in giving conscientious consideration to the effects of grant programmes and grant award decisions on the Welsh language. It establishes a consistent and structured approach for embedding consideration of the language throughout the design, administration, assessment and award of CJC grant programmes, including programmes delivered by third parties, ensuring compliance with the Welsh Language Standards and alignment with the Welsh Language Commissioner's guidance on how they should be applied.

- Welsh Language Commissioner, *Policy on Awarding Grants: Good Practice Advice Document* (2020).
- Welsh Language Commissioner, *Policy Decisions and the Welsh Language: A Conscientious Effort?* (2025).

3. Background

The CJC is subject to the Welsh Language Standards under the Welsh Language (Wales) Measure 2011. Corporate Joint Committees were brought within the scope of the Measure through the Corporate Joint Committees (Amendment of Schedule 6 to the Welsh Language (Wales) Measure 2011) Regulations 2021.

3.1. The Standards were established under the Welsh Language (Wales) Measure 2011 to promote and facilitate the use of the Welsh language and to ensure that Welsh is treated no less favourably than English in Wales. They place statutory duties on public bodies across a range of functions, including service delivery, policymaking, internal operations, promotion of the Welsh language and record keeping.

3.2. The Welsh Language Commissioner issued the CJC's final Compliance Notice on 24 April 2024. The Notice requires the CJC to comply with 176 Standards, six of which relate specifically to the awarding and administration of grants: Standards 71, 72, 72A, 74, 75 and 94.

3.3. Standards 71 to 75 regulate the administration of grant applications. They require grant documentation to be published in Welsh, applicants to be invited to apply in Welsh, Welsh applications to be treated no less favourably, applicants to be able to use Welsh at interviews, and decisions on applications submitted in Welsh to be communicated in Welsh.

3.4. The CJC is required to comply with Standard 94, which requires the organisation to prepare and publish a policy setting out how it will consider the Welsh language when making decisions relating to the award of grants. It

requires the CJC to account for the following matters when making such awards.

(a) What effects, if any (and whether positive or negative), the awarding of a grant would have on:
- *(i.) Opportunities for persons to use the Welsh language, and;*
- *(ii.) Treating the Welsh language no less favourably than the English language.*

(b) How the decision could be taken or implemented (e.g., by imposing conditions of grant) so that it would have positive effects, or increased positive effects, on:
- *(i.) Opportunities for persons to use the Welsh language, and;*
- *(ii.) Treating the Welsh language no less favourably than the English language.*

(c) How the decision could be taken or implemented (for example, by imposing conditions of grant) so that it would not have adverse effects, or so that it would have decreased adverse effects on:
- *(i.) Opportunities for persons to use the Welsh language, and;*
- *(ii.) Treating the Welsh language no less favourably than the English language.*

(d) Whether you need to ask the applicant for any additional information to assist you in assessing the effects of awarding a grant on:
- *(i.) Opportunities for persons to use the Welsh language, and;*
- *(ii.) Treating the Welsh language no less favourably than the English language.*

3.5. The Standard is particularly relevant and important to CCR given its core role as a public investment body.

4. The CCR Welsh Language Grants Policy

4.1. The Policy translates the requirements of the Standards into a corporate framework for the CJC's grant-making activities. It provides guidance to CJC officers to ensure that the potential effects of funding decisions on the Welsh language form part of the design, assessment and implementation of grant programmes and awards.

The Policy applies to every decision by the CJC to award a grant, regardless of the value of the award or the terminology used to describe the funding. It also applies where another organisation administers a grant programme on the CJC's behalf. Procurement and payments for commissioned services fall outside the definition of a grant.

4.2. The Policy applies the Welsh Language Commissioner's guidance on Welsh Language Grants Policies, including the Commissioner's expectations of what constitutes "conscientious" consideration of effects on the Welsh language. In so doing, it provides the CJC with a clear and consistent framework, tailored to its organisational context and grant-awarding functions, that supports staff to demonstrate compliance with the Standards and evidencing that Welsh language considerations have been appropriately identified, assessed and taken into account.

4.3. The Policy is supported by applicant guidance, model wording, potential grant conditions and an awarding checklist. These tools are intended to promote consistent decisions and create an appropriate audit trail.

5. Strategic Relevance to the CJC

5.1. The Policy is particularly relevant to the CJC because of its role as a regional public investment body. The CJC's grant decisions can influence services, employment, skills, business practices, infrastructure, regeneration and community outcomes across the region. These decisions may consequently have direct and indirect effects on opportunities to use Welsh and on the position of the language within workplaces, services, commercial activity and public life.

5.2. The onboarding of the Local Growth Fund, which will represent a significant grant programme for the CJC from April 2027, further reinforces the need for robust arrangements to comply with the Welsh Language Standards. This Policy ensures that the CJC is well prepared to meet those requirements by embedding Welsh language considerations within the design, assessment and award of grant funding

6. Next Steps

6.1. To support the monitoring of impacts on the Welsh language, the CJC will develop a single, high-level indicator to capture and report positive effects arising from its activities and investments. This will sit within the CJC's wider ESG framework.

7. Comments of the Director of Resources and Section 151 Officer

7.1 It is envisaged that this policy can be delivered against within current resources. The resource implications of meeting this policy will continue to be built into our budget setting arrangements.

8. Comments of the Director of Legal & Governance and Monitoring Officer

8.1 As outlined above the CJC is subject to statutory requirements in respect of Welsh Language compliance and the adoption and implementation of this Policy will give assurance that those obligations and the objectives that sit behind them are being properly considered in a way that both recognises the unique nature of the work of the CJC and is proportionate and relevant to promoting and facilitating the use of the Welsh language in that context.

9. Equality, Diversity and Inclusion

9.1. The Corporate Joint Committee is subject to the Public Sector Equality Duty and the Socio-Economic Duty as defined by the Equality Act 2010.

9.2. The Committee must, in the exercise of its functions, have due regard to the need to: (1) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited under the Act; (2) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not; and (3) foster good relations between persons who share a relevant protected characteristic and persons who do not.

9.3. The characteristics protected under the Act are:

- age;
- disability;
- gender reassignment;
- marriage and civil partnership;
- pregnancy and maternity;
- race;
- religion or belief;
- sex; and
- sexual orientation.

9.4. Having due regard to the need to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to:

(a) remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;
(b) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;

(c) encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

9.5. The socio-economic duty requires public bodies to, when making decisions of a strategic nature about how to exercise its functions, have due regard to the desirability of exercising them in a way that is designed to reduce the inequalities of outcome which result from socio-economic disadvantage.

9.6. There are no specific equalities implications arising from this report that have not been addressed above.

10. Well-being of Future Generations

10.1. The Well-being of Future Generations (Wales) Act 2015 places a duty on public bodies to carry out sustainable development, meaning the process of improving the social, economic, environmental and cultural well-being of Wales by taking action aimed at achieving the well-being goals of:

- A prosperous Wales
- A resilient Wales
- A healthier Wales
- A more equal Wales
- A Wales of cohesive communities
- A Wales of vibrant culture and thriving Welsh language
- A globally responsible Wales

and by acting in a way which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.

10.2. In order to act in accordance with the sustainable development principle, when exercising its functions, the Committee must take account of the following things:

- the importance of balancing short term needs with the need to safeguard the ability to meet long term needs;
- the need to take an integrated approach to achieving the well-being goals;
- the importance of involving others with an interest in achieving the well-being goals and of ensuring those persons reflect the diversity of the population of the region;
- how acting in collaboration with others could assist to meet the region's well-being objectives;
- how deploying resources to prevent problems occurring or getting worse may contribute to meeting the region's well-being objectives.

10.3. In developing the Recommendations of this report, regard has been had to the well-being duty arising under the Well-Being of Future Generations (Wales) Act 2015 ('the Act').

10.4. The Policy This directly supports the CJC's contribution to the well-being goal of "A Wales of vibrant culture and thriving Welsh language" under the Well-being of Future Generations (Wales) Act 2015 by promoting and protecting Welsh and increasing opportunities for its use.

11. Welsh Language Implications

11.1. In accordance with the Welsh Language Standards (No.1) Regulations 2015, consideration has been given to the impact the recommendations made in this report may have on opportunities for people to use and promote the Welsh Language, whether the proposals treat the Welsh Language more or less favourably than the English Language, and opportunities for increasing the positive effects, or decreasing the negative effects, of the proposals on the Welsh Language.

11.2. Positive effects on the language were identified. The Policy ensures our compliance with several Standards and provides a consistent framework to support staff to conscientiously account for the effects of decisions on the Welsh language.

12. **Risk Management**

12.1. There are no risks associated with adopting the Welsh Language Policy on Awarding Grants. Adopting the Policy ensures compliance with the Welsh Language Standards.

13. Links to CJC Priorities

13.1 TBC

14. **Staffing/Workforce Implications**

14.1 None

15. **Any Other Implications**

15.1 None

16. **Consultation**

16.1 None.

17. Timetable for Implementation

17.1 Immediate

18. Appendices

18.1 Appendix 1: CCR Welsh Language Grants Policy

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Date of Meeting: 12 October 2026

Prifddinas Ranbarth Caerdydd | Cardiff Capital Region

Cardiff Capital Region Welsh Language Policy on Awarding Grants

Published in line with the requirements of the Welsh Language Standards (No. 1) Regulations 2015

Welsh Language Policy on Awarding Grants

This policy has been developed to provide guidance to officers on how to comply with the requirements of the Welsh Language Standards (No. 1.) Regulations 2015 when advertising and awarding grants on behalf of Cardiff Capital Region.

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1. Introduction & Purpose

This Policy sets out how Cardiff Capital Region (CCR) will consider, promote and facilitate the Welsh language when designing, administering and awarding grants. The Policy requires CCR to identify the effects of grants award decisions on the Welsh language, and to consider how adverse effects can be minimised and positive effects maximised. As a regional public investment body, CCR will ensure that these considerations contribute to the effective design and delivery of funded activity, supporting positive outcomes for the Welsh language.

The Policy is intended to ensure that:

- CCR complies with the Welsh Language Standards applying to its grant-making activities.
- Welsh is treated no less favourably than English throughout the grant process.
- Applicants can apply for, discuss and administer grants through the medium of Welsh.
- The effects of grant decisions on opportunities to use Welsh are identified and considered, and;
- Positive effects on the Welsh language are maximised and negative effects minimised.

Legislative & Policy Context

The Welsh Language (Wales) Measure 2011 gives the Welsh language official status in Wales and establishes the principle that Welsh should be treated no less favourably than English. The Measure provides for Welsh Language Standards to be imposed on public bodies and enforced by the Welsh Language Commissioner.

Corporate Joint Committees were added to the bodies capable of being subject to the Welsh Language Standards through the Corporate Joint Committees (Amendment of Schedule 6 to the Welsh Language (Wales) Measure 2011) Regulations 2021. Under Section 44 of the Welsh Language (Wales) Measure 2011, the Welsh Language Commissioner issued a final compliance notice to CCR on 24 April 2024.

This compliance notice requires CCR to comply with 176 Welsh Language Standards, six of which relate specifically to the awarding and administration of grants.

Standard 71	Any documents that you publish which relate to applications for a grant, must be published in Welsh, and you must not treat a Welsh language version of such documents less favourably than an English language version.
Standard 72	When you invite applications for a grant, you must state in the invitation that applications may be submitted in Welsh and that any application submitted in Welsh will be treated no less favourably than an application submitted in English.
Standard 72A	You must not treat applications for a grant submitted in Welsh less favourably than applications submitted in English (including, amongst other matters, in relation to the closing date for receiving applications and in relation to the timescale for informing applicants of decisions).

Standard 74 If you receive an application for a grant in Welsh and it is necessary to interview the applicant as part of your assessment of the application you must: (a) offer to provide a translation service from Welsh to English to enable the applicant to use the Welsh language at the interview, and; (b) if the applicant wishes to use the Welsh language at the interview, provide a simultaneous translation service for that purpose (unless you conduct the interview in Welsh without a translation service).

Standard 75 When you inform an applicant of your decision in relation to an application for a grant, you must do so in Welsh if the application was submitted in Welsh.

Standard 94. Welsh Language Policy on Awarding Grants

Standard 94 of the compliance notice requires CCR to produce and publish a policy setting out how it will consider the Welsh language when making decisions on awarding grants. It requires CCR to account for the following matters when making such awards:

(a) What effects, if any (and whether positive or negative), the awarding of a grant would have on:
    (i.) Opportunities for persons to use the Welsh language, and;
    (ii.) Treating the Welsh language no less favourably than the English language.

(b) How the decision could be taken or implemented (for example, by imposing conditions of grant) so that it would have positive effects, or increased positive effects, on:
    (i.) Opportunities for persons to use the Welsh language, and;
    (ii.) Treating the Welsh language no less favourably than the English language.

(c) How the decision could be taken or implemented (for example, by imposing conditions of grant) so that it would not have adverse effects, or so that it would have decreased adverse effects on:
    (i.) Opportunities for persons to use the Welsh language, and;
    (ii.) Treating the Welsh language no less favourably than the English language.

(d) Whether you need to ask the applicant for any additional information to assist you in assessing the effects of awarding a grant on:
    (i.) Opportunities for persons to use the Welsh language, and;
    (ii.) Treating the Welsh language no less favourably than the English language.

The purpose of Standard 94 is to ensure that decisions on awarding grants:

- Identify the effects on the Welsh language, both positive and negative, direct and indirect, and;
- Consider how negative effects can be minimised and positive effects maximised.

The Well-being of Future Generations (Wales) Act 2015

The requirement to consider how adverse effects on the Welsh language can be minimised

and positive effects maximised, supports CCR's implementation of the Well-being of Future Generations (Wales) Act 2015. It contributes to the sixth Well-being Goal, *A Wales of Vibrant Culture and Thriving Welsh Language*, which seeks to promote and protect the Welsh language and increase opportunities for its use.

2. Scope of the Policy

This Policy applies to every decision made by CCR regarding the award of grants, including grants that CCR decides upon, but which are administered by another organisation. The Welsh Language Commissioner uses the following definition of a “grant” to determine the types of financial transfers that apply to Standard 94, and will apply this definition when monitoring compliance:

“A ‘grant’ is usually a permanent transfer of money to a person, that does not need to be repaid nor returned. The term 'grant' includes any financial support which a body provides to a person for a specific project or purpose. A grant will usually only cover part of the total costs. Grants are usually used in accordance with specific terms and conditions. The term may include financial support or a benefit, but does not include a sum of money that is given to a person through a procurement process, e.g., services that are commissioned.”

- Welsh Language Commissioner, *Policy on Awarding Grants: Good Practice Advice Document* (2020, P. 6.).

The term ‘grant’ is not limited to transfers that are explicitly labelled as grants. It includes other forms of payments that fall within the definition set out above. Standard 94 and this Policy apply to all grants awarded by CCR, regardless of size or value.

Financial Awards Covered by the Policy

- Grants to businesses, local authorities, other public bodies, educational or research institutions, voluntary and community organisations, social enterprises, partnerships, consortia and individuals;
- Funding described as a grant, fund, award, contribution, financial assistance or a similar term, where the substance of the arrangement is financial support for a specified purpose, and;
- Grant programmes administered for CCR by another organisation.

Where classification is unclear, officers must seek legal, procurement and Welsh-language advice before proceeding.

Delivery by Third Parties

Where another organisation administers a grant programme on CCR’s behalf, it must follow this Policy and meet all relevant Welsh-language requirements.

3. Assessing Effects on the Welsh Language

The potential effects of grant award decisions on the Welsh language, whether positive or negative, direct or indirect, must be considered at a sufficiently early stage to inform both the decision itself and the way in which it will be implemented. This means that Welsh language impacts should be considered from the outset in the design of the grant programme, as well as during the assessment and award of individual grants.

Assessing Effects which are both Positive and Negative, Direct and Indirect

When considering effects on the Welsh language, CCR will assess:

- The extent to which the decisions affect **opportunities for people to use Welsh,** and;
- The extent to which the Welsh language is treated **no less favourably** than English.

Each identified effect must then be classified as either positive, negative or neutral:

- **Positive effects** are those that increase opportunities to use Welsh in the workplace, when delivering or accessing services, in commercial and customer interactions, and in community and public life; enhance the visibility and presence of the language; reduce barriers to its use; or contribute to outcomes for Welsh speakers that are no less favourable than those for people who wish to use English.
- **Negative effects** are those that reduce opportunities for people to use Welsh in the workplace, when accessing or delivering services, in customer and client interactions, and in community and public life; reduce the visibility or presence of the language; create barriers to its use; or result in outcomes for Welsh speakers that are less favourable than those for people who wish to use English.

Where effects are either positive and negative, these can be either direct or indirect:

- **Direct effects** are changes to the use, visibility or status of the Welsh language that arise directly from the objectives, design, delivery or activities of the proposal under consideration for funding.
- **Indirect effects** are wider consequences that affect the Welsh language through their influence on other services, policies or activities, or through broader social, economic, demographic or technological factors that shape patterns of language use within communities, workplaces and public life.

"Conscientious" Impact Assessments

CCR will ensure that a "conscientious" assessment is undertaken of the potential effects of grant programmes and grant awards on the Welsh language.[1] Assessments must demonstrate that genuine and meaningful consideration has been given to the likely effects of a proposal on opportunities to use Welsh and on the principle of treating the Welsh language no less favourably than the English language. Assessments should not be limited to brief statements or assumptions, but should clearly explain the reasoning, evidence and judgement underpinning any conclusions reached.

The level of assessment should be proportionate to the nature, scale and context of the

[1] Welsh Language Commissioner, *Policy Decisions and the Welsh Language: A Conscientious Effort?* (2025).

proposal. In determining the extent of analysis required, staff should consider:

- The purpose, objectives and activities of the proposal;
- The communities, sectors, organisations or individuals likely to be affected;
- The linguistic characteristics of the area or population concerned;
- The potential for both positive and negative effects on the Welsh language;
- Whether any effects are likely to be significant, cumulative or long-term, and;
- The opportunities available to mitigate adverse effects and enhance positive effects.

A conclusion that a proposal will have little or no impact on the Welsh language must also be supported by a clear explanation demonstrating that the issue has been properly considered. The absence of identified impacts does not remove the requirement to undertake a conscientious assessment.

Evidence

Information provided by prospective programme sponsors and prospective grant recipients on the potential effects of their activities on the Welsh language will be considered alongside relevant data and evidence relating to the Welsh language in Cardiff Capital Region, including variations in language use, prevalence and community characteristics across different parts of the region. This information will be used to identify and assess the likely effects of the grant programme or decision on opportunities to use Welsh and the extent to which Welsh is treated no less favourably than English.

Maximising Positive Effects and Minimising Negative Effects

Consideration should be given to how positive effects on the Welsh language can be maximised and any negative effects minimised. This may include amendments to programme design, the provision of additional support or guidance, the inclusion of Welsh language requirements within funding criteria, or the use of grant conditions and monitoring arrangements to strengthen Welsh language outcomes.

Seeking Advice

CCR staff involved in the design, assessment, approval and management of grant programmes must ensure that Welsh language considerations are informed by appropriate expertise. Specialist advice should be sought before finalising an assessment, particularly where a grant programme or grant proposal may give rise to significant, complex or uncertain effects on the Welsh language. Such advice may assist in identifying opportunities to maximise positive effects, minimise adverse effects, and strengthen Welsh language outcomes.

4. Policy Principles

Equal treatment & Treating Welsh no less Favourably than English

Welsh will be treated no less favourably than English at every stage. Choosing to apply or communicate in Welsh will not result in delay, disadvantage or less favourable treatment.

Opportunity to use Welsh

CCR will consider how each programme and award may create, maintain or reduce opportunities for applicants, beneficiaries, participants, staff, trainees, volunteers and the public to use Welsh.

Early consideration

The potential effects of grant award decisions on the Welsh language, whether positive or negative, direct or indirect, must be considered at a sufficiently early stage to inform both the decision itself and the way in which it will be implemented. This means that Welsh language impacts should be considered from the outset in the design of the grant programme, as well as during the assessment and award of individual grants.

Evidence and transparency

Assessment must support a reasoned and auditable decision, recording effects, evidence, enhancement, mitigation, conditions and monitoring.

Supporting Positive Welsh Language Outcomes

CCR will encourage and support businesses and projects that have positive effects, both direct and indirect, on opportunities for people to use Welsh in the workplace, when delivering or accessing services, in commercial and customer interactions, and in community and public life. To support this, CCR will promote and signpost relevant guidance, resources and support services that applicants and funding recipients can draw upon to strengthen Welsh language outcomes within their activities.

This includes, but is not limited to, the following resources and services:

- **Y Cynnig Cymraeg (The Welsh Offer):** Official accreditation by the Welsh Language Commissioner for organisations and businesses that have demonstrated their commitment to the Welsh language and developed their Welsh-language services.
- **Helo Blod:** Free Welsh translation and advice service to businesses, charities and community groups.
- **Bilingual Workforce Recruitment Toolkit:** Guidance to employers wanting to address the challenges of recruiting a bilingual workforce.
- **ARFer:** Interactive app for employees to develop their Welsh language skills at work.
- **National Centre for Learning Welsh:** Resources and programmes to help adults learn Welsh.

5. Guidance to Applicants & Conditions

Guidance to Applicants

The following text should be incorporated into guidance for applicants seeking CCR funding awards.

The Welsh Language Standards (No.1) Regulations 2015 place a statutory requirement on the CCR to ensure all grants issued by it consider whether there are ways the initiative could be amended to include more positive impacts on the Welsh Language or if actions could be included to decrease negative impacts or eradicate them altogether.

In complying with this statutory requirement, we ask you, as the applicant, to let us know through the application form how your initiative may impact the following areas:

- *Opportunities for persons to use the Welsh language, e.g., staff, residents and visitors;*
- *Has a positive or negative impact on the number of Welsh speakers, e.g., Welsh-medium education, study opportunities, links with the Welsh Government's Cymraeg 2050 Strategy.*
- *Opportunities to promote the Welsh language, e.g., the status, use and visibility of Welsh language services, its use in the workplace, in everyday life, and as a spoken community language.*
- *Treating the Welsh language no less favourably than the English language.*

The team will assess your answers, ask further questions where necessary or they may impose a condition of grant that would require you to complete a specific action to ensure more positive impacts on the Welsh Language.

Conditions

It may be appropriate in some instances to impose a condition on a grant to ensure more positive Impacts on the Welsh language. All terms and conditions by CCR should therefore include:

This grant is awarded in line with the requirements of CCR's Policy on Awarding Grants, published to ensure compliance with the Welsh Language Standards (No.1) Regulations 2015, under the Welsh Language (Wales) Measure 2011.

To satisfy the requirements of these terms and conditions you must comply with the below:

- *<<insert specific conditions of grant in relation to the Welsh language>>*
- *<<list agreed actions that the applicant has noted to ensure positive impacts, or to reduce negative impacts (these will have been discussed during the decision-making stage). >>*

Appendix 1. Awarding Checklist

If you are managing a grant making process on behalf of CCR, please complete the below checklist to ensure compliance.

Making sure you comply, will reduce the chance of any complaint, appeals or investigations by the regulator and the various costs associated with this.

All information about the grant is available in Welsh and will be published at the same time as the English version, including any guidance documents, assessment frameworks and terms and conditions.	
The press release, invitation and application forms include the below text: Caniateir cyflwyno ffurflen gais yn Gymraeg ac ni fydd unrhyw gais a gyflwynir yn Gymraeg yn cael ei thrin yn llai ffafriol na chais a gyflwynir yn Saesneg An application form may be submitted in Welsh, and will not be treated any less favourable than an application form submitted in English.	
The following sentence has been included in the English application form (where it is separated from the Welsh version). Mae'r ddogfen yma ar gael yn Gymraeg. This document is available in Welsh	
Where an email address or telephone number is being used to ask people to get in touch the following sentence has been included in the poster, email or public notice. Mae croeso i chi gyfathrebu â ni yn y Gymraeg. You are welcome to communicate with us in Welsh.	
The application form includes the following mandatory question to allow the applicant to consider the impact of the initiative on the Welsh Language: Rhowch wybod i ni: ▪ Sut byddai'r grant yn effeithio ar gyfleoedd i bobl ddefnyddio'u Cymraeg a'i hybu (cadarnhaol neu negyddol), ac a fyddai'n trin y Gymraeg yn llai ffafriol na'r Saesneg mewn unrhyw ffordd? ▪ Sut byddai modd estyn effeithiau cadarnhaol, neu leihau effeithiau negyddol? Please let us know: ▪ How you feel the grant could impact opportunities for people to use and promote the Welsh Language (Positive or Negative) and if in any way it treats the Welsh Language less favourably than the English Language? ▪ How positive impacts could be increased, or negative impacts be decreased?	

During the assessment process you have considered the following: ▪ How you feel the grant could impact opportunities for people to use and promote the Welsh Language (Positive or Negative) and if in any way it treats the Welsh Language less favourably than the English Language? ▪ How positive impacts could be increased, or negative impacts be decreased?	
Where you have arranged a meeting to ask further questions in relations to the application you have included the below proactive offer. This includes hybrid and virtual meetings. Croeso i chi ddefnyddio'r Gymraeg yn y cyfarfod dim ond i chi roi gwybod i ni erbyn [mewnbynnu D/M/B]. You are welcome to use Welsh at the meeting, just let us know by [insert D/M/Y] should you wish to do so.	
Welsh Language Simultaneous Translation Services have been arranged in response to an applicant letting us know they wish to speak Welsh at the meeting	
You have considered implementing a condition of grant to ensure more positive impacts on the Welsh Language.	
You respect the applicant’s language preference during the process.	