

# Terms and conditions

## Business Improvement & Development Grant Scheme 2022/23



### The terms of the grant are as follows:

1. Property must be within BID area and be subject to the BID levy.
2. Applicants must have paid their levy or be up to date with BID levy payments.
3. Any agreed works will not start before the offer of grant has been formally accepted.
4. The grant will be up to a maximum of £5000 or 80% of eligible expenditure, whichever is the lower.
5. The levy payer can only apply for one grant per year – the grant is for the hereditament/business not the individual.
6. The grant should not be used for maintenance work or work that could be identified as maintenance this can include general painting and decorating, internal or external where no significant improvement can be identified; general website updating.
7. The grant will not be used for any improvement works that are a statutory or legal requirement, such as electrics, plumbing, food hygiene and handling, pest control etc.
8. The Applicant must demonstrate additionality or benefit to the business and to the consumer experience.
9. All necessary consents (including planning permission or advertisement consent and building warrant) must be obtained by the Applicant before commencement of the agreed works.
10. The works should be maintained in a good state of repair, so as not to detract from the general appearance of the area, for a period reasonable to the nature and value of the work undertaken.
11. The offer of grant by Watford BID and formal acceptance letter from the Applicant will form the basis of the agreement between Watford BID and the Applicant.
12. Evidence of title or a formal lease agreement with at least 6 months before expiry will be provided with each application.
13. It is the responsibility of the Applicant to ensure that work is completed to his/her satisfaction. Watford BID will not be liable for any design or construction faults.
14. The grant will be paid only on the production of a receipted invoice detailing the eligible expenditure to the satisfaction of Watford BID. VAT will not form part of any eligible expenditure.
15. Watford BID will not pay the grant in advance of any works being done.
16. At the request of Watford BID, the Applicant must display any notice issued by Watford BID in relation to the Business Improvement & Development Scheme during the carrying out of the agreed works and for a period of 6 months after their completion. Press releases including photographs may be used by Watford BID to publicise any works or business improvements, without the specific agreement of the Applicant. The Applicant must not issue or use press releases without the agreement of Watford BID. Any publicity or press release by the Applicant must name Watford BID as a co-funder of the works.
17. If the Applicant is in breach of any of the terms of the grant then, at the sole discretion of Watford BID, the grant will not be paid and any grant already paid must be repaid by the Applicant in full to Watford BID.
18. Any offer of grant is open for acceptance for a period of 28 days from the date it is made and the full amount of grant must be drawn down within 6 months of acceptance or by 31 March 2023 (whichever occurs sooner), unless otherwise agreed in writing by Watford BID.
19. At the request of Watford BID, the Applicant must take part in research to enable evaluation of the scheme to be carried out.
20. The Board has the right to refuse any application. There is no right to appeal.
21. The scheme and grants are subject to funding availability. The grant is open to all businesses, but due to the limited availability of funding grants will be awarded on a first come first served basis.
21. This grant fund is being supported with additional funding from Watford Borough Council.



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### Watford BID Ltd

Suite 5  
Kings Court  
153 High Street  
Watford WD17 2ER

Tel: 01923 919819

Email: [enquiries@watfordbid.co.uk](mailto:enquiries@watfordbid.co.uk)