

Terms and conditions

Business Improvement & Development Grant Scheme 2022/23



TOWN CENTRE BID

The terms of the grant are as follows:

1. Property must be within the BID area and be subject to the BID levy.
2. Applicants must have paid their 2023/24 BID levy and be up to date with BID levy payments.
3. Any agreed works/purchases will not start/ be made before the offer of grant has been formally accepted.
4. The grant will be up to a maximum of £3,000 per business.
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 cannot be used to fund direct or general operational business costs, such as marketing, employment, rent etc.
7. The grant cannot be used for any improvement works/ purchases that are a statutory or legal requirement, such as electrical work, food hygiene and handling, pest control etc.
8. The Applicant must demonstrate additionality or benefit to the business and or 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 Town Centre BID and formal acceptance letter from the Applicant will form the basis of the agreement between the BID and the Applicant.
12. Evidence of title or a formal lease agreement with at least 6 months before expiry must be provided with each application.
13. It is the responsibility of the Applicant to ensure that work/purchases are completed to his/her satisfaction. the 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 Town Centre BID. VAT will not form part of any eligible expenditure.
15. Watford Town Centre BID will not pay the grant in advance of any works being done, but in instances where the grant sought is for memberships, the BID, at the discretion of the BID Board, may choose to pay the supplier directly.
16. At the request of the BID, the Applicant must display any notice issued by Watford Town Centre 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 Town Centre 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 the BID. Any publicity or press release by the Applicant must name the 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 Town Centre BID, the grant will not be paid and any grant already paid must be repaid by the Applicant in full to Watford Town Centre BID.
18. The closing date for grant applications is 28th February 2024. 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 by 31st March 2024.
19. At the request of the 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 eligible businesses, but due to the limited availability of funding, grants will be awarded on a first come first served basis.
22. This grant fund is being supported with additional funding from Watford Borough Council.



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