

Terms and conditions

Business Improvement & Development Grant Scheme 2026/27



The terms of the grant are as follows:

1. Property must be located within the Watford Town Centre BID area and be subject to the mandatory BID levy. Applicants must be up to date with all BID levy payments. Voluntary levy payers are not eligible.
2. The grant is open to small and medium-sized enterprises (SMEs), including independent businesses, franchises, and registered charities.
3. Any agreed works or purchases must not commence before the grant offer has been formally accepted.
4. The grant will be up to a maximum of £3,000 per business (excluding VAT).
5. The levy payer may apply for one grant per financial year, up to, a maximum of two grants per BID term. The grant applies to the business/property (hereditament), not the individual.
6. The grant cannot be used to fund general operational costs such as rent, salaries, utilities, or marketing.
7. The grant cannot be used for works or purchases that are a statutory or legal requirement.
8. The Applicant must demonstrate how the project provides additional benefit to the business and/or enhances the customer experience.
9. To be considered valid, applications must include a fully completed application form with sufficient detail, along with a minimum of **two** competitive written quotations from different suppliers for **each** item or element of the project. The grant amount requested should be based on the lowest quotation provided. Applications must also include landlord consent, where applicable, and any required planning permission or statutory approvals.
10. Applicants are encouraged to use local suppliers within Watford where possible, in support of the Watford Business Pledge.
11. All necessary consents must be obtained before works begin.
12. The offer of grant and formal acceptance will form the agreement between the BID and the Applicant.
13. Successful applicants must sign and return the formal grant offer letter before any grant payment will be made.
14. The grant will be paid only upon submission of a paid invoice and photographic evidence of completed works. VAT is not eligible.
15. Grants will only be paid into a business bank account in the name of the applicant business.
16. The BID will not pay for any works or purchases in advance of completion.
17. The Applicant is responsible for ensuring all works are completed to a satisfactory standard and maintained appropriately.
18. The BID may use photographs and details of the project for promotional purposes. Applicants must acknowledge the BID as a co-funder.
19. All applications are assessed by a BID Grant Panel. Applicants will receive a formal written notification of the outcome. Email correspondence does not constitute an application or guarantee funding. Applications must contain sufficient detail within the form.
20. Grants are subject to funding availability. The BID reserves the right to refuse any application. There is no right of appeal.
21. If the Applicant breaches any terms, the BID reserves the right to withhold or recover funding.