



OUR COLCHESTER

A BID to make new history

Our Colchester Business Improvement District (BID)

Covid-19 Recovery Fund Application Form

Please fill in this funding application form and then send it to: sam@ourcolchester.co.uk

If you have any questions, please contact us on: sam@ourcolchester.co.uk or 07490998820

Prior to completing this form, please take time to read the guidance notes relevant to funding applications for the Recovery Fund 2021.

Lead Contact:	
Job Title:	
Contact number:	
Email address:	
Address (Building No/Name & Street):	
Post Code:	

Part 3: About your event/project/initiative

Name of event/project/initiative	
Total amount of funding you required from Our Colchester Ltd	£ % of total funding - %
Total amount of funding you require in total for your event/project/initiative	£

Part 1: Will your event/project/initiative deliver against one or more of the BID's following aims?	Yes	No
Increase footfall within the BID area	<input type="checkbox"/>	<input type="checkbox"/>
Raise awareness of the Town Centre's unique offerings	<input type="checkbox"/>	<input type="checkbox"/>
Enhance and improve the experience of those visiting the BID	<input type="checkbox"/>	<input type="checkbox"/>
Deliver a strong marketing offer to highlight Colchester's hidden gems	<input type="checkbox"/>	<input type="checkbox"/>
Increase the safety of those using the BID area	<input type="checkbox"/>	<input type="checkbox"/>
Provide a cleaner and greener environment to attract visitors	<input type="checkbox"/>	<input type="checkbox"/>
Reduce anti-social behaviour and crime within the BID	<input type="checkbox"/>	<input type="checkbox"/>
Enhance and improve the streetscape of the BID zone	<input type="checkbox"/>	<input type="checkbox"/>
If you answered <u>yes to one or more</u> of these questions, please continue with your application.		



OUR COLCHESTER

A BID to make new history

If you could not tick any of the boxes, this means that on this occasion you are not eligible to apply for the Recovery Fund.

Part 2: About the applicant.	Yes	No	Additional notes
Are you a registered organisation? If so, what name are you registered as?	<input type="checkbox"/>	<input type="checkbox"/>	
Is the organisation based in England?	<input type="checkbox"/>	<input type="checkbox"/>	
Does the organisation plan on match-funding to equal or more than requested from the BID?	<input type="checkbox"/>	<input type="checkbox"/>	
Is the application providing an event/project aimed at improving, enhancing the Colchester town centre?	<input type="checkbox"/>	<input type="checkbox"/>	
If you answered yes to all these questions, please continue with your application. If you didn't, this means that on this occasion you are <u>not</u> eligible to apply for the Recovery fund.			

COVID-19 CRITERIA	Comments
If your project/event/initiative attracts attendees, please demonstrate how you will be controlling this to maintain social distancing	
Please state what installations will be in place to maintain your venue is Covid-secure? <i>i.e. hand sanitizer, capacity count on the door, floor vinyl for social distancing</i>	
What is your maximum capacity for your event/project that you will allow?	
<i>If your event/project/initiative is cancelled or postponed due to Covid-19, we hold the right to request the return of any funds given as part of your application</i>	

Summary of your application: Please describe & explain your event/project/initiative.
Your explanation should include how additional funding is needed and how it can support delivery of your project/event/scheme. For example, do you have research/evidence showing a need for your project/event/initiative? (No more than 500 words)



OUR COLCHESTER

A BID to make new history

Explain how your event/project/initiative meets any of the outcomes seen in Part 1?

Please consider the following:

Who will benefit from the event/project/initiative?

How does the event/project/initiative enhance and improve Colchester town centre?

(No more than 300 words – bullet points will be accepted given it supplies sufficient information)



OUR COLCHESTER

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Timetable: What is the start date for the event/project/initiative and when will it finish?
Please give a outline timetable for the delivery of this and detail any key milestones? Is your timetable realistic? Does it risk over-running? Does your timetable demonstrate the ability of immediate impact to Colchester town centre?

(No more than 200 words – bullet points will be accepted given it supplies sufficient information)

Start Date:

End Date:

Additional comments

Explain the impact the funding requested from the Recovery Fund will have on your event/project/initiative:

It is essential that the funding is supporting the growth/progress of your event. You are less likely to receive funding if the event/project/initiative can run without the funding of the Recovery Fund

Demonstrate how your event/project/initiative represents good value for money?

For example, have you sourced the cheapest materials, received comparable quotes? Where possible have you sourced volunteer time as opposed to paid? Can you demonstrate the people/businesses you are working with are the best available?



OUR COLCHESTER

A BID to make new history

Please itemise any costs to your event/project/initiative including all sources of match-funding (confirmed), supporting quotations for cost

Please attached any supporting evidence to show this

Thank you for taking the time to apply for funding through Our Colchester BIDs Covid-19 Recovery Fund, we wish you every success with your event/project/initiative and hope that you are successful with your funding request.

Kind regards,

Sam Good

BID Manager

Our Colchester BID