

PIGEON MANAGEMENT GRANT - INFORMATION

A. WHAT TYPE OF WORK CAN BE FUNDED?

The purpose of this grant is to assist independent businesses to support the Town Council and its residents in reducing the pigeon population within the Town Centre. Grants funds are being made available for the sole purpose of installing pigeon proofing schemes to independent business premises.

There is a total of £34,000 of grant funds available.

B. HOW MUCH CAN BE APPLIED FOR?

Up to a maximum of £2,000. The applicant must fund the remainder of the costs for work. The amount of grant funding to be approved may be less than the amount requested.

C. WHAT COMMITMENT IS NEEDED FROM THE APPLICANT?

The applicant must seek 3 quotations and submit them with the application form, clearly identifying the preferred quote.

Installation of apparatus must be completed before the agreed grant funds will be released.

To release funds, the applicant must provide the Council with a copy of the invoice, evidence that the applicant has paid their contribution and pictures of the completed work if available.

D. WHAT WILL NOT BE FUNDED?

Retrospective works.

The cost of scaffolding will not be funded.

E. WHEN TO APPLY

The grant fund is open from 2nd January 2021.

The closing date for applications is Friday 26th February 2021, by 5.00pm.

F. APPLICATION PROCEDURE

Once the application has been received by the Council, it will be checked to ensure all relevant details are provided.

The application will be presented to the Cultural and Economic Services Committee Chair, Deputy Chair and Town Clerk for their delegated decision on whether a grant will be approved.

Decisions will be made in writing and there is no appeals process.

The applicant will be expected to commission and complete the works before **31st March 2021**.

PIGEON MANAGEMENT GRANT - TERMS AND CONDITIONS

- A. If there is a serious breach of terms & conditions, if the business ceases to operate before funds have been spent, or if the project does not proceed as planned, the grant will have to be repaid.
- B. Anyone found to be acting dishonestly in making the application or spending the grant would be reported to the police and might face prosecution.
- C. All applications will be considered by the relevant Committee, where decisions are made to approve or refuse applications. The amount of grant funding to be approved may be less than the amount requested. Meetings are open to members of the press and public, with meeting minutes published on the Town Council's website.
- D. A grant may only be used for the purpose set out in the application form and it cannot be given to any other group.
- E. Recognition of any grant made by the Town Council must be made in any publicity and in the business accounts.
- F. The Town Council may ask you to attend the meeting at which the application will be considered and/or to attend a reception to receive the cheque.
- G. The Town Council reserves the right to amend any policy, procedures, and assessment criteria for grants at any time.

PIGEON MANAGEMENT GRANT - APPLICATION FORM

Name of Applicant:			
Name of Business:			
Business Address:			
Telephone:	Mobile:	Land Line:	
Email:			
Please circle:	Premises Owner	Premises Landlord	Premises Tennant

Detail of Works proposed: <i>(Add a second sheet if necessary)</i>			
Duration of works:			

Costings	
Item:	Costs:
	£
	£
	£
	£
	£
	£
TOTAL	£

Grant amount applied for:	£
Amount self-funded:	£

Have 3 quotes already been obtained? <i>(please circle)</i>	Yes	No	If yes, who from? (Please attach)	

I confirm that I have the permission from the owner of the premises to undertake the works listed above.	
I confirm that I have the authority to apply for the grant on behalf of the business and premises.	
I agree that if successful, details of the scheme for which the grant is awarded may be published by the Council.	
I confirm that if successful, I will provide Leighton-Linslade Town Council proof of my self-funding contribution and that works have been completed by supplying the invoice, evidence of payment and photographs of completed works.	
I understand that the information provided on and with this application form will be used by the Council to judge whether or not to award the grant and that the decision is final.	
I am aware the council will retain this information only for the purposes of processing the grant application and subject to the terms of its privacy notice and associated data management policies.	
I declare that the information given is correct to the best of my knowledge and that any funds received will be used solely for the purpose detailed on this form.	
Applicant signature:	Date:
Name in capitals:	
Designation: <i>(your work role)</i>	

Office use:	
Date received:	App. No.