**Café Culture Grant – Application Personal De**

This grant (up to max of £1,000) is in response to the issues faced in town centres as a result of the Covid – 19 pandemic. It is designed to ensure that our town centres are working safely in order to support the long-term viability of businesses.

This funding is being made available up to a maximum intervention rate of 80%, retrospectively from the 26th June 2020 for town centre businesses.

Projects proposed should consider the following:

* Outdoor awnings, canopies, igloo bubbles, outdoor heating, marquee coverings
* Outdoor tables, chairs and seating provision. Outdoor screening, bollards, planters, litter bins
* Outdoor servery facilities
* Social distancing measures

All furniture and equipment must be in accordance with the attached Design Guide. Applications will only be considered where projects can obtain Café Culture consent.

There must also be compliance with Street Licencing, Planning Requirements and Highway Consent, where required. For information advice email [streetcare@pembrokeshire.gov.uk](mailto:streetcare@pembrokeshire.gov.uk).

**Who can apply?**

Grants are available for independent and small to medium-sized enterprises that hold a pavement café licence. If you do not have a licence you can apply via <https://www.pembrokeshire.gov.uk/licensing/street-trading-policy>

Eligible areas for this grant are the town centres of Haverfordwest, Tenby, Saundersfoot, Pembroke, Pembroke Dock, St Davids, Fishguard and Goodwick, Milford Haven, Narberth, Neyland, Newport, Crymych and St Dogmaels please refer to the town maps attached.

In addition, your business must:

* hold public liability insurance that covers outdoor trading
* not be a chain or multinational business group

Retrospective grant applications will be considered providing the items/works were ordered on or after 26 June 2020 and comply with the suitability requirements.

I have read the guidance and style guide: **Yes No**

I have obtained the quotes required: **Yes No**

I have enclosed a business bank statement: **Yes No**

Business is in the targeted area of: **Haverfordwest / Tenby / Saundersfoot / Pembroke / Pembroke Dock / St Davids / Fishguard and Goodwick / Milford Haven / Narberth / Neyland / Newport / Crymych / St Dogmaels**

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|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Title | First name | | | | Last name | | | | | | | |
|  |  | | | |  | | | | | | | |
| Address | | | | | | | | | | | | |
|  | | | | | | | | | | | | |
| Contact telephone number | | | | | E-mail address | | | | | | | |
|  | | | | |  | | | | | | | |
| Age | | 16-24 | 25-49 | 50-64 | | | 65+ | | | Prefer not to say | | |
| Please tick | |  |  |  | | |  | | |  | | |
| Do you consider yourself disabled? | | | | | | Yes |  | No |  | | Prefer not to say |  |
| Do you consider yourself as | | | | | | Female |  | Male |  | | Prefer not to say |  |
| Do you consider yourself to be BME  (Black & Minority Ethnic) | | | | | | Yes |  | No |  | | Prefer not to say |  |
| Are you a Welsh speaker | | | | | | Yes |  | No |  | | Prefer not to say |  |

**SECTION 2 – Information about your business**

|  |  |
| --- | --- |
| Business name: | Business type / activity: |
|  |  |
| No & Street: |
|  |
| Town / City: |
|  |
| Local Authority: |
|  |
| Postcode: |
|  |
| VAT Registration No: |
|  |
| Non Domestic Rates Number: | Public Liability Insurance: |
|  |  |
| Number of employees: | How long have you been trading: |
|  |  |

**Statement of De Minimis Aid received**

Have you received De Minimis Aid during the previous 3 fiscal years (i.e. current fiscal year and the previous two fiscal years):

|  |  |  |
| --- | --- | --- |
| Body providing assistance | Amount £s | Date |
|  |  |  |
|  |  |  |
|  |  |  |

Please advise us now of any other de minimis aid received during the previous three years, as we need to check that our support added to that previously received, will not exceed the threshold of €200,000 over the last three fiscal years. Aid includes not only grant but also assistance such as free or subsidised consultancy services, marketing advice etc. If you are in any doubt about whether previous assistance received classes as de minimis assistance please include it but marked with an asterisk.

**SECTION 3 – Impact of Covid-19 on your business**

**Please explain the issues that your business faces due to COVID 19 trading conditions.**

|  |
| --- |
|  |

**SECTION 4 – Your project idea**

Please describe your project:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| (Include: Project, benefits, quality, adhere to design guide, resolve COVID19 issues, H&S.) | | | | |
| Planning Permission obtained | (provide number) | Street Trading license number | (provide number) | |
| Supplier | Description | | £ | VAT |
| Supplier | Description | | £ | VAT |
| Supplier | Description | | £ | VAT |
| Supplier | Description | | £ | VAT |
|  | Totals | | £ | VAT |

Grant request (maximum grant £1,000)

|  |  |  |
| --- | --- | --- |
| Total project cost | 20% Match | 80% Grant |
|  |  |  |

**SECTION 5 – Your business bank details**

(please provide a business bank statement as evidence)

|  |  |
| --- | --- |
| **Bank Name** | **Account Name** |
| **Account Number** | **Sort Code** |

**SECTION 6 – Declarations**

**Declarations**

I confirm that I have read and understood the Guidance document.

I confirm that my business operates in Pembrokeshire, Wales.

I acknowledge that my Local Authority or the Welsh Government will undertake any appropriate business checks considered necessary to assess the application and to check the nature, use and impact of the funding in the future.

I confirm that without the grant the viability of my business will be under threat as a result of the Covid-19 pandemic.

I confirm that the information provided in this form is correct to the best of my knowledge. I understand that providing false or misleading information will lead to the application being refused.

I confirm that I have provided all required evidence to support my application for the Café Culture grant.

I confirm that I have read and understood the privacy statement

I confirm that I have enclosed Purchase Specification.