**PROPOSAL FOR SUPPORT FROM**

**WARRINGTON BUSINESS IMPROVEMENT DISTRICT**

**Information for applicants**

Funding applications for events should be received where possible 1 month before an event. If this is not possible please take into consideration the below dates of meetings for approval purposes. We will not be able to accept any application if they are not approved by the Marketing and Events steering Group.

The Marketing and Events Steering Group will meet the third Monday of the month to review any applications that have been submitted. Please ensure applications are submitted one week prior to the meeting so they can be included in the agenda.

Applications should be submitted in writing to Warrington BID: [warringtonbid@groundwork.org.uk](mailto:warringtonbid@groundwork.org.uk)

Financial support of up to £500 is available. Please note that funds are limited.

You will be asked for copies of insurance, event management plans, health and safety certificates, risk assessments etc as additional evidence. Where applicable.

|  |  |  |  |
| --- | --- | --- | --- |
| **Organisation’s Name:**  **Applicant’s Name:**  Address: | | | |
| Telephone | Mobile | e-mail | |
| **Estimated cost of activity/activities (up to a maximum of £500) :** | | | |
| **Description** | **Materials** | **Labour** | **Total** |
|  |  |  |  |
| Sub-total |  |  |  |
| **TOTAL** |  |  | **£** |

|  |
| --- |
| **About you / your organisation** |
|  |
| **Please describe activity Description, intended audience, location, date it will be delivered and expected outcomes.** |
|  |
| Name: | Signed: |
| Dated: |  |