



## Kimberley Business Booster Small Grants: Criteria

Broxtowe Borough Council is pleased to announce Business Booster Grants for Kimberley are open to new applications. Grants are available to businesses within the designated area (see last page). We're looking for businesses to improve their competitiveness and profitability.

Footfall can be developed by improving shop fronts, advertising and signage. All businesses in the area can benefit from this. Some buildings date from the Victorian/Edwardian eras and projects wishing to enhance the town's period look (where appropriate) are particularly encouraged. Kimberley can then become a town with a unique identity, supporting high street businesses and attracting more people.

For this round, the fund will focus on the small grants scheme. These grants are funded by Broxtowe Borough Council's Levelling Up Funding.

### How much is available?

Businesses can apply for:

- Small grants – up to £5,000, **with at least 15%** match-funding from the applicant for the whole project.
- For example, a project totalling £5,883, would be made up of a grant of £5,000 and match funding from the applicant of £883 (15% of the whole project).

Grant applications over £5,000 fall outside the remit of this scheme. We may consider a small number of large grant applications (with at least 40% Match Funding), but applicants will need to speak to the Economic Development team at Broxtowe Borough Council to develop any potential project. Applications for such projects will not be accepted through this portal. To discuss any larger applications please contact [Kimberley.LUF@Broxtowe.gov.uk](mailto:Kimberley.LUF@Broxtowe.gov.uk).

Match-funding may consist of cash (e.g. a grant of £1,000 for goods that cost £1,500 with the rest provided as match-funding by the applicant) or in-kind (e.g. accountable time spent by an employee on a project or planning fees).

### Who can apply?

- A business must be registered and have a business bank account. Registration can take the legal form of sole trader, partnership, limited company or social enterprise/CIC (Community Interest Company). Other forms of incorporation will be considered on a case-by-case basis.



- Priority will be given to businesses that have not received grants in Rounds 1 or 2.
- Businesses must be located within the designated area of Kimberley (see map at the end of this document).
- All businesses must be able to provide proof of secure tenure.
- The grant must be spent on new investment and cannot cover any costs already incurred.
- Business start-ups may apply, but they will need to produce a viable business plan and proof of property tenure.
- The focus of these grants is on small local businesses. However, we will consider applications from larger businesses or franchises whose proposals are in line with the stipulated criteria and will explicitly bring wider benefits to Kimberley. We will not fund work that merely conforms to a corporate identity.

### Criteria for applications.

Applicants must obtain at least 2 (ideally 3) quotes for any proposal (proving value for money) and must submit these to the council before funding can be approved. If funding is approved, all receipts and invoices must also be kept and submitted to the council at the end of the project.

This scheme's purpose is to enhance Kimberley's aesthetic appeal, for both residents and visitors, reinvigorating the town centre in the light of the impact of the pandemic, and developing people's pride in their local area. Applications must address some key themes of the Levelling Up project:

- **Business Growth:** All applications should promote improvements to attract more footfall to premises in Kimberley. Applications could also address key challenges and opportunities, e.g. Productivity, Employment, Leisure and Tourism, developing a unique identity for Kimberley, and may focus on accessibility improvements.
- **Net Zero:** Investment in green technologies reducing the town centre's carbon footprint and air pollution emissions, encouraging more sustainable, healthy lifestyle choices.
- **Perception of place:** The town centre is Kimberley's focal point and the main route through the town. As such, the better look and feel of the town centre should encourage local pride. Larger projects focused on the conservation of the aesthetic appeal of Kimberley are welcomed. Enhancing the Victorian or Edwardian look of your building, if appropriate to your venture, is encouraged.

In addition, we welcome any application that will have a tangible and long-standing impact on Kimberley, bringing new uses to the area and transforming it into an events-centred, visually pleasing area with unique attractions.

### Are planning permissions required?

Some alterations to shopfronts require permission under the Planning Act, advertisement regulations or both. Advertisement consent is required for the display of certain types of signs in particular locations. Both are dealt with by Broxtowe Borough Council. Grant funding and planning permission will not be granted where works are considered detrimental to the character or appearance of the area. [Find out more about planning in Broxtowe](#). (Opens in new window).

Certain businesses fall within the conservation area, and further guidance may be required, where the work is of an external nature.

It's important to check any proposal with our planning department before you submit an application as work carried out without the relevant consent may result in enforcement action or even prosecution. You are urged to discuss your ideas with the duty planning officer at the council. It is your responsibility to check if your project needs planning permission and, if it does, any grant would depend on a successful planning application. The grant element cannot pay for planning fees, but you can include such costs as part of your match-funding.

### What a grant may cover

Kimberley Business Booster Grants may cover costs including:

- Repair/reinstatement of any part of a shop front fixture visible from the street;
- Shopfitting, including refurbishment to interior;
- External signage;
- Re-instatement/conservation of original architectural features e.g. ornamental masonry, stucco and other applied finishes or details, historically patterned woodwork, ornamental metalwork or other features of historic significance;
- Repainting of the shop front in colours appropriate to the surroundings;
- Reinstatement of guttering and downpipes to match historic materials;
- Repainting/re-rendering prominent elevations in colours in keeping with the surroundings;
- Attractive external stonework and brickwork and replacement of features;
- Pedestrian access improvements – to comply with the Disability Discrimination Act;
- Work that reduces the overall carbon footprint (e.g. LED lighting);
- Advertising and marketing costs, including website design, as long as this relates to increasing visibility and footfall in Kimberley;
- Click and collect adaptation to an existing website;
- Building fabric improvement and expansion;
- Bringing abandoned or dilapidated units back into commercial use.

This list is not exhaustive. Contact us at [Kimberley.LUF@Broxtowe.gov.uk](mailto:Kimberley.LUF@Broxtowe.gov.uk) to discuss specific ideas.



### Business Booster Grants cannot cover

- Office equipment, furniture and the purchase/installation of computer systems;
- Security equipment (e.g. fire or burglar alarms) and installation;
- Direct employment costs and running costs for the business;
- Vehicles, stock and consumables;
- Rental costs of units and associated bills;
- Business rates for premises or planning permission fees;
- Retrospective costs;
- Any other unsuitable improvements (panel decision).

### Other Requirements

Successful applicants must:

- Sign a grant agreement letter with the Council for the proposed work, which will include timelines for grant completion and cover any non-completion of agreed work and terms.
- Obtain, keep and submit all relevant invoices and receipts.
- Allow their project work to appear in Kimberley Means Business publicity.
- Take part in periodic business surveys.
- Join a Kimberley business networking group. This forum will allow traders to discuss matters of common interest and the overall aim of improving business opportunities in the town and will involve council officers. An initial breakfast meeting will set out the group's remit.
- Display signage showing they received funding from the Kimberley Means Business Levelling Up Fund and a 'What to do in Kimberley' map. Both provided by Broxtowe Borough Council.

### How to Apply.

Applications must be submitted electronically. An independent panel will then assess applications and communicate decisions.

**The closing date for applications is 5.00 pm on Monday 19 August 2024.** Please note that there is only a small amount of grant funding available, and that the submission of an application form does not guarantee a grant award. **All projects must be completed by 31 March 2025.**

### Eligibility Map.

Any business situated in the area enclosed by the red line on the map overleaf meets the geographical eligibility requirement.

This includes the southern boundary which runs along the A610 from the Giltbrook Junction to Knowle Wood, but it extends further south to include Swingate as far as

Windmill Farm. To the west the boundary extends to include Nottingham Road up to Roots Emporium and to the north the boundary extends across Chestnut Drive, along Corbiere Avenue at its junction with Newdigate Street and including Edgwood Road, Fixton Road, and parts of Coatsby Road and High Spannia. Neighbouring Watnall and Nuthall are not included in this funding scheme.

### How can I access local business support?

In Broxtowe we offer access to business advisors from Nottinghamshire County Council and East Midlands Chamber. They may not be able to help with your application but will give you advice and support.

Contact Nottinghamshire County Council Business Advisor using this link:  
[BusinessTeam@nottscc.gov.uk](mailto:BusinessTeam@nottscc.gov.uk)

Or

East Midlands - Nottinghamshire Accelerator Programme. Request support from by visiting the website [Accelerator - D2N2 Growth Hub](#) or completing this form [EOI: Nottinghamshire Accelerator project](#)

