**CRIME PREVENTION FUND TERMS AND CONDITIONS**

*This document sets out the general Terms and Conditions of the Crime Prevention Fund. You (as the ‘Recipient’) agree to these Terms & Conditions when submitting the application form.*

1. The Crime Prevention Fund is only open to applications from levy-paying businesses within the Cathedral Quarter BID area. A map showing the extent of the BID boundary and a list of streets in the BID area can be found in the Cathedral Quarter BID Business Plan which you can view here:

<https://www.derbycathedralquarter.co.uk//app/uploads/2018/05/CQ-BID-Full-Proposal-and-Business-Plan-2018-23-FINAL.pdf>

1. Cathedral Quarter BID and Derby City Council will prioritise those businesses in ground-floor units that have unfortunately been a victim of break ins or attempted break ins within the last 12 months. However, this is not a pre-requisite for applying and we would encourage any business that have security concerns and/or believe that crime prevention equipment is needed, to apply.
2. The equipment provided is for the premises named only and ownership of any equipment shall remain the property of Derby City Council. Should a business leave the premises in which the equipment is installed, the equipment must be left in situ for the next owner/tenant or returned to Derby City Council.
3. The Recipient shall not dispose of the equipment unless written permission is provided by Derby City Council. Where possible, we will endeavour to recycle equipment, or arrange for equipment to be used for other projects of a similar cause.
4. Businesses will be responsible for the installation of the equipment and any ongoing maintenance and energy costs.
5. Businesses will be required to install any equipment within 6 months of receipt. Any equipment which is not installed within this period must be returned to Derby City Council in the condition in which it was received.
6. Any equipment provided will be that recommended by the crime prevention officer and in agreement with the business. Grant funding will not be provided for any other equipment or reason.
7. The provision of any equipment will be made following satisfactory receipt and assessment of the application. The supply of equipment will not be progressed where information is outstanding from the applicant.
8. The decision on application of grant funding will be made jointly by Derby City Council and Cathedral Quarter BID. However, both parties reserve the right to consult crime prevention specialists where required. Decisions are final and there is no appeals process.
9. The deadline for applications is **5pm on Friday 2 April 2021** and businesses will receive an initial response to your application by **Friday 16 April 2021**.
10. In order to be considered for the grant funding, businesses must allow access to their premises for assessment. This is because crime prevention solutions often need to be tailored to specific circumstances. Any appointments will be agreed in advance with the business.
11. The Recipient must inform Derby City Council in writing immediately if there is a change to application details or of anything else that may affect the delivery of the initiative.
12. Any equipment supplied as part of the scheme is provided in good faith. Derby City Council and Cathedral Quarter BID shall not be held responsible for the operation of the equipment or any subsequent criminal activities which may take place whilst the equipment is installed. The Business is responsible for ensuring that the equipment is in full working order at all times.