

Application guidance: Family-friendly and inclusive evenings grant scheme



Funded by
UK Government

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MAYOR OF LONDON



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About this grant

Camden Council is offering grants of £500 to £2,000 to support local businesses, venues and organisations to trial family-friendly, non-alcohol-led and inclusive early evening activities (**5–9pm**).

Funded activities will take place during the summer holidays (20 July-31 August 2026) during the evening.

This grant aims to help businesses and organisations offer diverse evening activities for local families and young people.

Why apply

This grant can support your business to:

- Test new ideas with low financial risk
- Increase footfall during quieter early evening hours
- Boost spend per customer through longer visits
- Attract families and young people as new customers
- Build customer loyalty and repeat visits from local residents
- Respond to growing demand from customers for experiences and activities
- Be featured in a borough-wide marketing campaign
- Build a more inclusive and diverse offer

Who is this grant for

You can apply if:

- ✓ You are a business, venue or organisation based in Camden
- ✓ You are registered with Companies House
- ✓ Your activity will target families, children and/or young people (under 18 years old)
- ✓ Your activity will be during the evening between 5–9pm
- ✓ Your activity will be delivered at your organisation's premises in Camden

You cannot apply if:

- × You do not have a physical premises in Camden
- × Your activity is alcohol-led
- × Your activity is not aimed at families or young people
- × Your activity is during the day

What the grant covers

Eligible costs include:

- ✓ Costs associated with paying artists, facilitators, performers, etc for their services.
- ✓ Supplies/materials for activities
- ✓ Staffing costs associated with the funded activities including planning, attending safeguarding training and delivering activities
- ✓ Licensing fees for evening activities (if required) e.g. temporary event notices
- ✓ Marketing for evening activities
- ✓ Insurance for evening activities (if your existing insurance does not provide sufficient cover, our team will review and contact you if needed)
- ✓ DBS checks (these will be organised by the Council if you don't already have existing DBS checks for staff, but the costs should be included in your application. Please see page 9 for more information.)
- ✓ AV costs and equipment hire.
- ✓ Subsidised workshop/ticket fee: Costs for subsidising a ticket price for the event, if applicable

Ineligible costs include:

- × Purchasing and/or contributing to fixed assets and capital costs e.g. buildings
- × Local authority rates or taxes.
- × Accommodation costs for artists, performers, or staff
- × Professional fees for legal and accounting services
- × Staffing costs not related to the funded activities
- × Annual insurance costs: General annual insurance costs are not eligible, unless our insurance team has deemed your existing indemnity limit as insufficient coverage for the event
- × Costs for an event that has already taken place
- × Alcohol

Example of activities

We're looking to support a wide range of evening activities that are welcoming to families, children and young people. Below are some examples to help spark ideas. This is not an exhaustive list, and we encourage you to think creatively about what could work for your space, your customers, and your business.

- Cafes and dessert shops: Host a board game café or acoustic performances.
- Restaurants: Run cooking classes or themed tasting sessions
- Pubs: Host family-quiz nights and live music performances suitable for all ages
- Bookshops: Storytelling sessions for younger children, author readings or creative writing workshops
- Retail spaces: Offer craft workshops, product-based experiences or interactive sessions linked to what you sell
- Sports clubs and studios: Run parent-child fitness classes or family yoga sessions with time to socialise afterwards

A few tips:

- 💡 Think about how your idea can build on what you already do
- 💡 Start simple, especially if this is your first time running an event
- 💡 Consider activities that are easy to deliver but engaging for families
- 💡 Think about how your space can be used differently in the early evening

Activities don't need to be complex or require large investment. Simple ideas can build on your existing offer, helping you test new approaches and understand what works for your business.

Looking for more inspiration and tips?

You can find more ideas and guidance in our [online guide to creating family-friendly and inclusive evenings](#), which includes an ideas list shaped by local residents.

[Read our guide to creating family-friendly and inclusive evenings](#)

How to apply

Step 1: Online application

Complete and submit our online application form **before 1pm on Tuesday 2 June.**

[Submit your application](#)

This application form will ask you for a summary of your idea, budget breakdown and basic business details.

You should also have your company registration number and know the indemnity limit of your business/organisation's insurance policies.

This application should be completed by someone who is authorised to make decision on behalf of the business/organisation (e.g. owner, manager).

The full list of application questions is available for preview on page 12-15.

Step 2: Confirm any details

A member of our team may contact you via email or call to confirm any additional/missing details to complete your application.

Step 3: Review and decision

Applications will be reviewed by a panel once applications have closed. You will be notified of the outcome of your application on 5 June.

If successful, you will be given a deadline to respond to confirm your acceptance of the grant. If you do not respond within the deadline, your grant may be released to another applicant on the waiting list.

Step 4: Deliver activity

Once you've signed your grant funding agreement, you can start planning your activity and submitting the required documents listed on page 8.

All funded activities should be delivered between 20 July-31 August 2026.

If your application is successful

If your application is successful, we'll work with you to get everything in place so you can deliver your activity.

To get you set up, we'll ask you to provide:

- A copy of your latest bank statement (in your business name)
- Insurance certificates (Public Liability, Employer's Liability, Professional Indemnity)
- Any relevant licences (if required)

We'll also ask you to complete a few simple documents (*templates can be provided*):

- Risk assessment
- Event management plan
- Safeguarding policy
- Camden supplier registration form (so we can pay your grant)
- Equality monitoring form (required by our funders)

To ensure activities are safe for children and young people:

- All staff involved must have basic safeguarding training
- At least one staff member must be a Designated Safeguarding Lead (DSL)
- All staff must have an enhanced DBS check (with barred list)

Don't worry if you don't have this yet, we can provide training and support. See page 9 for more details.

Payment and after your activities are delivered

Once you have submitted all required documents and they have been approved, you can submit an invoice for 90% of your grant. From receipt of your invoice, it may take up to 30 days for your payment to be processed.

After your activity has been delivered, you will need to:

- Submit a final invoice for the remaining 10% of your grant (if your total spend is lower than the grant awarded, you will only be paid for any remaining actual spend).
- Provide receipts and invoices as evidence of your spend.
- Complete a short evaluation survey (including number of attendees).
- Share photos or videos of your activity.

If you are unable to deliver your activity, you must return any grant funding already paid.

What if I have no safeguarding experience, training or certificates?

Don't worry, you can still apply. We understand that many applicants may not yet have safeguarding training or DBS certificates. As part of this scheme, the Council will support you to meet these requirements.

Training

- Free safeguarding training will be provided for all staff involved in the funded activities.
- All staff involved in funded activities must attend an in-person general safeguarding training session.
- At least one staff member must be nominated as a Designated Safeguarding Lead (DSL) and attend an in-person DSL training session.
- Staff time spent attending training can be included in your grant budget.

DBS checks

- Camden Council will organise the DBS checks for staff involved in funded activities. If you are awarded funding, you will need to send us the relevant staff information as soon as possible.
- One DBS check per organisation will be provided free of charge.
- Additional DBS checks cost £65 per person. These additional DBS checks costs can be included in your grant budget.

How does safeguarding benefit my business?

Safeguarding helps ensure children and young people are safe and it can also bring real benefits to your business:

- Builds trust with families
- Strengthens your reputation as a safe and welcoming venue
- Equips your staff with the skills and confidence to manage situations safely and effectively
- Helps you promote your venue as family-friendly and stand out from competitors

Safeguarding training and DBS checks remain valid beyond the project, helping you grow your family-friendly offer long-term.

Key dates

Applications open: **8 May 2026**

Deadline: **2 June 2026, 1pm**

Decisions announced: **5 June 2026**

Safeguarding training sessions: **Late June/early July 2026** (exact dates TBC)

Delivery period of funded activities: **20 July–31 August 2026**

Final invoicing submission: **Mid-September**

Support and contact

If you need support filling out the application form or have more questions, you can book an online meeting with our project team.

[Book a meeting](#)

If you're unable to meet online, please email our team on economicdevelopment@camden.gov.uk

FAQs

Do I need experience running events?

No, this grant is designed to help you trial something new. If it's your first time running an activity from your business, we recommend trying something that doesn't require too much specialist experience, equipment or set-up such as a board game café, quiz night or storytelling session. You can find more simple ideas in our [online guide to creating family-friendly and inclusive evenings](#).

I want to apply but not sure what type of activity to host, what should I do?

You can find examples and ideas in our [online guide to creating family-friendly and inclusive evenings](#). We recommend you look at activities that would be complementary to what your business already does. For example, a local restaurant may offer a cooking class, a pub could host a family quiz night or a bookshop may host a creative writing workshop or spoken word performances.

Can I charge for tickets?

Yes, but events should be free, low-cost or subsidised where possible. You may find it more profitable to keep the event free and generate income through food, drinks or other add-on sales depending on the activity.

What does non-alcohol-led mean?

This means the activity or event should not be centred around alcohol or use alcohol as the main draw. The focus should be on the activity itself and be suitable for families and young people.

What support can I receive?

We will support you throughout the process, including:

- [1:1 application support](#) for any questions around the application process.
- Templates for required documents (e.g. risk assessments, safeguarding)
- Advice on planning and delivering your activity
- Support with marketing and promotion. All successful applicants will feature in our borough-wide marketing campaign.

What costs can the grant cover?

You can find all eligible costs on page 5. If you are unsure of whether a cost is eligible, please contact us on economicdevelopment@camden.gov.uk.

What happens if my activities cost more than what I budgeted for?

You will be responsible for covering any additional costs beyond the awarded grant amount. We encourage you to plan realistically and allow for any unexpected costs.

What happens after the event?

After your event, you will be asked to:

- Submit invoices and receipts for payment
- Share photos or videos of the activity
- Complete an evaluation and feedback survey (including submitting measures of impact such as number of attendees)

Application form questions

We have included the full list of the application questions below to allow you to prepare before [completing the online form](#).

Eligibility confirmation

Please confirm that you meet the following requirements. You must agree to all statements below to proceed with your application:

- I can confirm that my business is based in London Borough of Camden and registered with Companies House
- I declare that the business I represent does not owe any outstanding debts to the London Borough of Camden
- I confirm that I have read the application guidance and agree to meet the requirements set out if my application is successful, including safeguarding, insurance and any required licensing.

Grant application

Will your proposed activity be a one-off or delivered across multiple sessions?

- One-off
- Multiple sessions

If you selected multiple sessions, how many sessions are you planning?

Proposed date(s)

Activities must take place between 20 July and 31 August 2026. If you are planning multiple sessions, please include all proposed dates. If you are unsure of exact dates, please indicate your availability and how flexible you are.

Proposed time(s)

Activities must take place between 5pm and 9pm. Please include the start and finish time(s) of your activity. If you are planning multiple sessions, please indicate if the times differ for each session.

Please describe your proposed activities, including what will happen during the session, how it will run, and what participants will do or experience.

You should include the format and structure of the activity, the number of sessions, who will be running the activity (e.g. external facilitator or staff), and the number of staff involved.

Please be as specific as possible. This will help us understand how your activity will run in practice and how participants will take part.

How does your activities meet the target audience?

Activities should be aimed at families (e.g. parents and younger children) and/or young people (under 18 years old)

Where will the activity be held?

Activities must take place at your business/organisation's premises in the London Borough of Camden. Please provide the full address.

Will entry be free or at cost?

We are looking for activities that are free, low-cost or subsidised by the grant funding to ensure they are accessible to families and young people. If there is a cost, please provide an estimated ticket price and briefly explain how you have set this to keep it affordable for families and/or young people.

Will the activities be ticketed/sign-ups or walk-in?

This helps us understand how people will access your activity. For example, ticketed/sign-ups required (pre-booked) or walk-in (no booking required).

- Ticketed/sign-ups
- Walk-in
- Mix of both
- Other

How many people would you be aiming to attend this activity?

Please provide your best estimate based on your space and experience. This does not need to be exact. If you are planning multiple sessions, please indicate your estimated target per session.

What would be the maximum capacity for this activity?

This should reflect the safe maximum number of people your space can accommodate at one time. If you are planning multiple sessions, please indicate the maximum capacity per session.

How will you promote this event?

All funded activities will be part of a wider marketing campaign led by the council. However, we also expect businesses to actively promote their own activities.

This grant aims to support businesses and organisations to trial new evening activities and engage families and/or young people. How does your proposed activity align with the aims of this grant scheme and differ from your usual offer?

This could include reaching a new audience, trialling early evening opening hours, or introducing a new type of activity as part of your evening offer.

What are you hoping to learn from running this activity, and how might it influence your business/organisation in future?

This could include what you want to learn about delivering activities in the early evening, engaging families or young people, or whether this type of activity could work as part of your future offer.

How much funding are you applying for?

Grants are available from £500 to £2,000. Larger grants are expected to deliver multiple activities or reach a larger number of people.

Please provide a simple breakdown of how you would use the grant funding
Example: £300 for facilitator, £150 for materials, £200 for staff costs, £100 for marketing. Please view page 5 on the grant guidance for eligible costs.

Business information

Business name

Business address

Postcode

Company Registration Number

Most customer-facing businesses already have these forms of insurance. If you are unsure, you can confirm this with your insurer. Successful applicants will need to provide evidence of insurance.

Does your business have Public Liability insurance?

- Yes - £10 million policy limit
- Yes - £5 million policy limit
- Yes - £2 million policy limit
- No
- Other

Does your business have Employers' Liability Insurance?

- Yes - £10 million policy limit
- Yes - £5 million policy limit
- Yes - £2 million policy limit
- No
- Other

Does your business have Professional Indemnity Insurance?

- Yes - £10 million policy limit
- Yes - £5 million policy limit
- Yes - £2 million policy limit
- No
- Other

Do you currently have a member of staff/facilitator who is trained as a Designated Safeguarding Lead (DSL) that will be present at the funded activities?

You must have at least one trained DSL present at each activity. You will be required to provide evidence of this.

If you do not currently have a trained DSL, you will be able to nominate a staff member to attend safeguarding training session provided by the council at no additional cost. Staff time to attend training may be included in your budget.

- Yes - we have a DSL
- No – we do not have a DSL

Have all staff involved and on-site for the funded activities already completed safeguarding training?

All staff present during the funded activities must have completed basic safeguarding training. You will be required to provide evidence of this.

If your staff do not currently have safeguarding training, they will be required to attend training provided by the Council at no additional cost. Staff time to attend training may be included in your budget.

- Yes – all my staff have safeguarding training
- Some – some of my staff have safeguarding training
- None of my staff have safeguarding training

If you selected some/no, how many staff will require safeguarding training?

Do all staff involved and on-site for the funded activities already have a DBS check?
All staff will be required to have a DBS check. If your staff do not currently have one, the Council will arrange this. One DBS check can be provided free of charge; any additional DBS checks required should be included in your budget (£65 per person).

Please tell us how many staff already have a DBS check and the type of check they hold (e.g. standard, enhanced, enhanced with barred list)

Please tell us how many staff do not currently have a DBS check and will require one

Lead contact information

First name

Last name

Role in the business

Phone number

We will use this number to contact you regarding any follow-up questions. Please ensure this is a phone number that you have access to.

Email address

We will use this email address to contact you regarding the outcome of your grant application. Please ensure this is an email address that you have access to and check regularly.

Applicant declaration

Please confirm the following. You must agree to all statements below to submit your application.

- I am authorised to make decisions on behalf of this business
- I declare that the information provided in this application is true and accurate.