



## Grant County Chamber of Commerce Business Enhancement Grant Program Application

Before filling out this form, please read the Enhancement Grant Program Information for complete submittal instructions and to be sure that your proposal qualifies for funding. Limit answers to the space provided.

This grant funding is to be used specifically for Business or Building Enhancement; to improve “curb appeal” and increase of the market value of residential, commercial or industrial areas. This does not include any maintenance, operations or infrastructure costs or any indirect expenses unrelated other project being funded.; a 50% match is required and grant is limited to up to \$2500 award. This grant is open and eligible as long as there are allocated funds available for the respective fiscal year (July 1-June 30). This grant is not retroactive.

Title of Project \_\_\_\_\_

Applicant/Business \_\_\_\_\_

Oregon State BIN# \_\_\_\_\_

Organization \_\_\_\_\_

Is this a Non-Profit Organization? Yes \_\_\_\_ No \_\_\_\_

Non-Profit Federal tax exempt ID Number \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Project Coordinator \_\_\_\_\_ Phone \_\_\_\_\_

Email \_\_\_\_\_

Chairperson of Governing Board (If Applicable) \_\_\_\_\_

Are you a chamber member in good standing? Yes \_\_\_\_ No \_\_\_\_

Phone \_\_\_\_\_

**Signature** \_\_\_\_\_  
(The person authorized to represent the business/organization must sign the application with a digital signature or actual signature on a hard copy.)

**\*\*\*Complete the budget sheet on page 5 first.  
Amount totals from that sheet will auto fill into this table**

<b>Grant Amount Requested:</b>	<b>\$</b>	
<b>+ Matching Funds (Cash):</b>	<b>\$</b>	
<b>+ Other (Grants)</b>	<b>\$</b>	
<b>= Total Cost of Project:</b>	<b>\$</b>	

**Proposal Information**

1. Is this your first grant application to the GCBEP Grant Committee?

Yes \_\_\_\_\_ No \_\_\_\_\_

2. Have you received a GCBEP Grant in the last 5 years?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please describe the projects/programs for which you received funding.

3. If you received an Enhancement Grant last year, what is the status of the project?

4. Briefly describe the project for which you are requesting funds.

5. Project Period: \_\_\_\_\_  
(Number of months in duration)  
Beginning Date: \_\_\_\_\_  
Ending Date: \_\_\_\_\_

6. Will this grant-funding request be used for the first phase of a project, with possible grant requests for future phases?  
Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, please explain.

7. Describe why this project was selected.

7a. Identify and describe how this proposal meets one or more of the goals for funding within the enhancement area boundaries (check those below that apply and describe by item number below).

1. Result in significant improvement in the cleanliness of the City/County.
2. Increase reuse and recycling efforts or provide a reduction in solid waste.
3. Increase the attractiveness or market value of residential, commercial or industrial areas.
4. Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Code.
5. Improve the public awareness and the opportunities to enjoy them.
6. Preserve or increase recreational areas and programs within the City.
7. Improve safety within the City.
8. Increase employment or economic opportunities for City residents.
9. Provide work, training opportunities, or other benefit to youth, seniors and low-income persons or underserved population.
10. Enhance art and culture within the City.
11. Improve store front.

8. How will the business/building benefit by your project?

10. An exit report will be required once the project is complete, per a signed Enhancement agreement. Be sure to describe project goals, changes and noticeable benefits that will come about as a result. Include photos of before and after.

11. List sources of support for matching funds (e.g. grants and donations).

Item	Source of Support	Estimated Value (\$)

12. List all grants applied for in support of this project and commitments confirmed to date.

13. Proposed Budget—Please complete the proposed budget below. Modify line items as needed to reflect proposed expenses.

- Column A: Show grant monies needed for the program/project.
- Column B: Show cash matching funds.
- Column C: Totals for each category.

*\*\*\*\*These figures will be transferred to the table on the first page of this application.*

**Proposed Budget**

<b>Suggested List (not inclusive)</b>	<b>(A) Grant Dollars Requested</b>	<b>(B) Matching Funds (Cash)</b>	<b>(C) Total</b>
<b>Materials</b>			
<b>Equipment / Supplies</b>			
<b>Construction Costs</b>			
<b>Labor Cost</b>			
<b>Additional Costs (List)</b>			
<b>Total Cost</b>			

**GCBEP Business & Enhancement Grant – Eligibility and Exclusions**

Eligibility:

- Grant requests must meet all of the following requirements before consideration will be given:
- Applicant must be a local business located and operating in any of the Grant County communities.
- Applicant must be a member in good standing with the Grant County Chamber of Commerce.
- Geographical focus of project must be for the benefit of local businesses of Grant County as defined by the Grant County Chamber of Commerce Service Area.

- Must have at least 50% of funding (may include grants and cash contributions from local and regional sources) for the total project budget committed before application.
- Program is designed for “curb appeal” and building structural improvements only.
- Priority will be given to “Project Ready” projects.
- Projects must be completed 120 days after grant award.
- A final project report will be submitted after project is completed.

**GCBEP will not consider funding requests for:**

Exclusions:

- This program will not include any maintenance, operations or infrastructure costs.
- Indirect expenses unrelated to the project or program being funded

## **GCBEP**

### **Final Report Guideline Form**

**(Final Report is due no later than 45 days after the use of the grant)**

*Here is the guideline you will need for your final report. Please include all materials requested:*

Date:

Organization/Business:

Contact Person:

Title:

Address:

Phone Number:

Purpose of Grant:

Amount of Grant:

Date Received:

Give a description of the project including its specific objectives.

To what degree were these objectives achieved? If not fully met, what factors affected the success of the project?

What have been the measureable results to date of this project to your business enhancement (outside/exterior improvement)?

What has been the measurable impact on your business/building?

Attach a copy of your original project budget and identify both income and expenditure to date. If any revisions have been made in the original budget, please explain in detail.

*Please attach any new publications or media stories related to the project that came out in this grant year. Photos for the project before and after are welcome (please include permission to include them by GCBEP in promotion of these grants).*