



## 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 will 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).

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

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

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

Organization \_\_\_\_\_

Is this a Non-Profit Organization? Yes  No

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

Project 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** \_\_\_\_\_

## **Proposal Information**

Check all that apply and describe project:

- Exterior Signage    Awning or Canopy    Exterior or interior lighting
- Landscaping/planter boxes    Security System    Accessibility improvements
- General Cleaning    Roof Repair    Window painting or repair
- Façade restoration/repair    Insulation    Façade improvement    Door
- Improved visibility of window displays    General painting or paint removal    Murals
- Door painting or repair    Brick and/or mortar work    Other

Please describe "Other" \_\_\_\_\_

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.

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 the attractiveness or market value of residential, commercial or industrial areas.
3. Improve store front.
4. Window display which facilitate night viewing and are visible from the street.
5. Signage that is attractively integrated into the architecture of the building, including the window area, awnings or canopies and entryways.
6. Lighting that is visually appealing and appropriately illuminates signage, storefront window displays and recessed areas of building facade.
7. Landscaping features attached to the building where appropriate such as window boxes or planters.
8. Improve the functionality of the building by making it structurally sound, functionally efficient and esthetically good in appearance.

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

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.

Materials \_\_\_\_\_ Equipment/ Supplies \_\_\_\_\_ Construction Costs \_\_\_\_\_

Labor Cost \_\_\_\_\_ Additional Cost \_\_\_\_\_ TOTAL \_\_\_\_\_

Grant Dollars Requested \_\_\_\_\_ Matching Funds \_\_\_\_\_

## **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.
- 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”, security, and building structural improvements only.

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

#### Exclusions:

- Improvements, or payments to a vendor, that are made prior to an approved agreement are not eligible for reimbursement and will not be considered.
- This program will not include any maintenance, operations or infrastructure costs.
- Indirect expenses unrelated to the project or program being funded

### **Additional Criteria**

- 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**

**Final Report Guideline Form**

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

Date: \_\_\_\_\_

Organization/Business: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Give a description of the project including its specific objectives. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

Please attach a copy of the receipts related to this project and photos of the finished project.