



Business Development Grant Application

GENERAL INFORMATION

Up to a total of **\$1,000** in matching grant money may be awarded to one or more selected businesses registered within the city of Monroe City. Funds may be used for any business expense at the discretion of the Grant Committee that will review all applications. The grant program is directed at Chamber member businesses. All applicants must demonstrate the ability to obtain supplemental financing as needed. Receipts must be furnished in the form of invoice(s).

Grant money will be given to the recipient in the form of reimbursement and will be disbursed only after adequate documentation including, but not limited to, receipts are submitted.

Recipient(s) will be or will agree to become a member of the Monroe City Chamber of Commerce. Grant must be used within 1 year of being awarded.

RULES AND GUIDELINES

The Grant Committee may disqualify any application they believe violates the letter or spirit of the Business Development Grant Program guidelines in its sole discretion.

Conflict of Interest Policy: The Committee agrees not to initiate a professional relationship with Applicants who have an active application in the Business Development Grant Program. An application is considered active until the Committee has made a decision about it or until it has been withdrawn by the Applicant. A Committee member will recuse themselves from discussion about and voting on an Applicant to the Business Development Grant Program if a Committee Member has an existing personal or business relationship with the Applicant.

The selection committee will base the Business Development Grant Program on

- Concept & Innovation
- Viability
- Financials
- Sustainability
- Economic Impact

The Committee may ask the Applicant to come in and talk about the project with them and/or the Monroe City Chamber of Commerce Board of Directors. A one-hour consultation with

SBDC will be required for startups.



Business Development Grant Application

Date: _____

Name of Applicant: _____

Business Name: _____

Business Address: _____

Mailing Address (if different from above): _____

Telephone: _____ Email: _____

Tax ID#: _____

Building Owner (if different from above): _____

Brief Description of Project: (What you are doing and what you would like the Monroe City Chamber Business Development Grant to cover):

Total Project Cost: _____

Estimated Start Date: _____ Estimated End Date: _____

Recipient acknowledges and agrees that participating in the Business Development Grant Program, together with any advice, feedback or other commentary that the Recipient may receive regarding the project in no way validates or guarantees the business' probability of success.

Applicant Signature: _____

PROPOSED PROJECT FINANCING

Grant Awards will be matching up to \$1,000. If your project exceeds this amount or if you do not receive the full amount requested, will you still move forward? Yes No

| Estimated Costs (itemized) – Column 1 | Proposed Sources of Funding – Column 2 |
|---------------------------------------|--|
| 1. \$ | Cash or Equity \$ |
| 2. \$ | Private Loans \$ |
| 3. \$ | Grants \$ |
| 4. \$ | Other (specify) \$ |
| 5. \$ | Other (specify) \$ |
| 6. \$ | Other (specify) \$ |
| 7. \$ | Monroe City Chamber Request\$ |
| Total Project Cost \$ | Total Sources of Funding* \$ |

*Total Sources of Funding must equal Column 1

| | |
|---|------|
| <p>The statements made herein are true and represent an accurate and full disclosure of all appropriate information as of this date. Applicant understands that the Monroe City Chamber of Commerce will retain this application and other information received, whether or not this request is approved. Applicant agrees to enter into an agreement with the Monroe City Chamber of Commerce and to work cooperatively with the Monroe City Chamber of Commerce on this project, if funded.</p> | |
| Applicant Signature | Date |

Please mail your application to PO Box 22 Monroe City, Missouri 63456

Application Deadline: July 31, 2024