



**2022**

## **Business Grant Program Application**

**Applicant / Business Owner:** \_\_\_\_\_

**Business Name:** \_\_\_\_\_

**Property Owner (if different):** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Property Address or Project Address (if different):** \_\_\_\_\_

**Best Phone Number to Call:** \_\_\_\_\_

**Best Email:** \_\_\_\_\_

**Total Project Cost: \$** \_\_\_\_\_

**Grant Request Amount: \$** \_\_\_\_\_

**Number of Years Business Has Been in Operation (Must be a minimum of 2 years):** \_\_\_\_\_

**Has your business received business grant funding in the past?** \_\_\_\_\_

**If yes, how much?** \_\_\_\_\_ **What year?** \_\_\_\_\_ **Brief Description of improvements made:**

\_\_\_\_\_  
\_\_\_\_\_

**Have you been associated with a business that has received business grant funding in the Past?** \_\_\_\_\_ **If yes, how much?** \_\_\_\_\_ **What year?** \_\_\_\_\_ **Brief Description of the improvements made:**

\_\_\_\_\_  
\_\_\_\_\_

**Detailed description of proposed project:**

All applicants must attach a detailed project narrative and copies of any supporting documentation that will assist the grant committee in reviewing the proposed project. Each project narrative must clearly articulate how the proposed project will effectively enhance the City of Craig.

**Instructions for Economic Development Applicants:**

Make sure to describe how your proposed capital investment is directly linked to the addition of jobs or other economic development goals. Applicants must also include information such as current staffing levels, hiring plans, business plans, and project costs, (please specifically denote if local contractors will be used) and schedules.

**Instructions for Site Enhancement Grant Applications:**

Make sure to specifically describe how the proposed project will provide significant visual improvement over current conditions as seen from the public streets and access. Applicants should also include relevant information such as project budgets, (please specifically denote if local contractors will be used), construction proposals, photographs, site plans/sketches, and project schedules.

**Project Review:**

Applicants are required to review their proposed projects with the City of Craig Building Inspector prior to application submission to gain a full understanding of any City municipal codes that may be relevant to a specific project. Applicants will also be required to present a 10-minute project presentation to the Economic Development Advisory Committee and answer questions related to the project. The committee will call to schedule.

X \_\_\_\_\_

Applicant's Signature

Date

X \_\_\_\_\_

Property Owner's Signature (if different from applicant)

Date

**Email, Mail or Hand Deliver to:**

City of Craig Business Grant Program

ATTN: Melanie Kilpatrick

300 W 4<sup>th</sup> Street, Craig, CO 81625

[mkilpatrick@cityofcraig.org](mailto:mkilpatrick@cityofcraig.org)

2022 Grant Applications will be accepted May 2nd – October 21st.

GRANT FUNDS ARE AVAILABLE ON A FIRST COME, FIRST SERVED BASIS.