

New Business Grant Application

Type of Grant Requesting: _____

1. Name: _____

2. Mailing Address: _____

3. Phone Number: _____

4. Email Address: _____

5. Business Name: _____

6. Business Address: _____

7. Will you be a Sole Proprietor, Corporation, LLC, Partnership: _____

8. Have you filed a DBA in Sutton County: Yes No

9. Will you own or rent the premises: Own Rent

a. How long is your lease: _____

10. Describe business service, line of products, produced/manufactured:

11. How many employees will you have: _____ Full-time _____ Part-time

12. Lowest wages: _____ Highest Wages: _____

(Note other than sole proprietorship, employees MUST be W2 paid, NO CONTRACTORS)

a. Describe the new employee/s job title/s and duties:

13. Describe the new business model in detail:

14. All grants require a 50% match requests over \$10,000 for new businesses **are NOT accepted** to reduce SEDC financial risk. Businesses are eligible to apply for BR&E after 3 years in business.

What is the estimate total cost of project: \$ _____

a. Will you apply for a loan from a financial institution for any part of the projects:

Yes No

If yes, how much will loan amount be: \$ _____

b. Does the business owner/s have any current debts? Yes No

If "yes" Describe debt amount, lender, and terms:

15. What is the completion/opening date of projects/business: _____

16. Has this business completed the Small Business Management Certificate Program (SBMCP) provided by the San Angelo SBDC within the past year:

Yes No

If yes; when, and how much was the fee: Date _____ \$ _____

17. Please explain the degree of community impact you believe this project will have: (Examples such as: employment, a new service/product for residents, tourism attraction)

Checklist, please provide the following documents with application to prevent delay:

(currently the SEDC has no online upload feature, please email documents to the Executive Director, or deliver them to the office)

- Provide Personal Financial Statements (Examples: checking, tax returns, debt-to-income, net worth statement, etc.)
- Proof of business formation from SOS and Comptroller Office
- Business Plan with financial analysis
- Estimates of project or list of costs, photos/designs, sketches for use of funds
- MUST HAVE primary job NAICS or collect sales tax and/or create 3 or more W-2 jobs
- Letter of Project Approval from property owner (if applicable)
- Letter from Code Enforcement Officer
- Letter SBDC Engagement

I certify and acknowledge that I have read the BR&E Grant Program Guidelines found on the SEDC website or have received a hard copy from the office, and agree to abide by the guidelines.

Signature: _____

I certify that everything I have stated in this application and on any attachments is true and correct. By signing below, I authorize the SEDC to review my documents and check them for accuracy with any entity to include but not limited to Texas Workforce Commission, Texas Comptroller, Sutton County Appraisal, and Contractors. I understand that I must advise the SEDC of all changes in credit history such as but not limited to bankruptcy filings, litigations, and criminal charges while this application is pending or grant has not been awarded.

Printed Name: _____

Signature: _____ Date: _____