



## **BELLINGHAM ECONOMIC DEVELOPMENT SUB-COMMITTEE**

### **APPLICATION**

#### **Bellingham Small Business Assistance Program**

*Eligible Small Business: Bellingham Small Business is defined as a business of no more than 50 employees, who has a Business Certificate on file with the Town of Bellingham.*

*The purpose of this program is to provide Bellingham Small Businesses, as defined above, an opportunity to request a onetime grant award to be used to help address fixed debt, payroll, accounts payable, lost sales, and other working capital expenses that could have been recognized had COVID-19 pandemic not occurred.*

*The grant request shall not exceed \$5,000.00 per business. A business shall apply only once.*

**NAME OF BUSINESS**

**OWNER**

**ADDRESS**

**PHONE NUMBER**

**NUMBER OF YEARS IN BUSINESS**

**NUMBER OF EMPLOYEES**

**BUSINESS CERTIFICATE ON FILE WITH THE TOWN OF BELLINGHAM**

- ☐ Yes  
☐ No

**REQUESTED GRANT AMOUNT (shall not exceed 5,000.00 dollars)** \_\_\_\_\_

**OVERVIEW OF BUSINESS OPERATIONS (Please attach on a separate sheet identifying the information below)**

Please provide a detailed narrative description as to how the small business has been impacted by the COVID-19 Pandemic and what the grant will support, and how the grant will benefit the small business moving forward.

Please provide proper documentation identifying sufficient evidence of revenue lost or incurred debt during the COVID-19 pandemic between the dates of February 1, 2020 and June 1, 2020. Such documentation may include, but not be limited to, payroll, monthly sales statements, bank statements, etc.

**SUMMARY OF REQUEST (Please attach on a separate sheet identifying the information below)**

Please provide a detailed narrative explaining how the grant funding shall be spent.

**Signature of Owner:**

**Date:**

## **Grant Schedule**

**Applications posted online: June 4, 2020**

**Deadline to submit application: June 22, 2020**

**Economic Sub-Committee recommendations to the Select Board: June 30, 2020**

**Select Board Awards: July, 2020**

*All grants will be reviewed in the 2020 calendar year on a first-come-first-serve basis. All funding decisions will be at the sole discretion of the Select Board, with recommendation by the Economic Subcommittee. Grants will be distributed until funding is fully depleted.*

*An initial screening for eligibility will be conducted by the Town's Economic Development Subcommittee. Proposals will be reviewed for sufficiency and need. The Town may ask the Applicant for clarification of technical proposal and cost aspects of proposals.*