

# LEMMON AREA CHARITABLE & ECONOMIC DEVELOPMENT CORPORATION

## Grant Request for Start-up or Business Expansion

September, 2005

The Business Start-up or Expansion Program is a grant sponsored through the Lemmon Area Charitable and Economic Development Corporation (LACED) intended to assist new/start-up and existing for-profit commercial businesses with their business endeavors. The businesses must be located within city limits or within a two-mile radius of Lemmon, South Dakota.

USE of Funds: The intent of LACED is to promote the economic development of Lemmon and the immediate area by providing a financial incentive of up to \$500, not to exceed 5% of developmental costs, to new and or expanding for-profit businesses. The funds may be utilized for equipment, utility deposits, building rental fees, land purchase, building purchase and or construction, signage, professional consultant fees. The funds may not be utilized for landscaping and or other property improvements if the building or property is not owned by the business applying for the funds. FUNDS MAY NOT BE UTILIZED FOR THE PURCHASE OF MATERIALS OR INVENTORY FOR ITS RESALE OR FOR ITS USE IN THE MANUFACTURING OR PROCESSING OF A PRODUCT FOR SALE OR. FURTHER THESE FUNDS MAY NOT BE UTIIIZED FOR DAY-TO-DAY OPERATIONS, SALARIES, ETC.

### Application Guidelines and Policies:

1. While an application should be submitted **before** the business is in operation or has expanded, it must be submitted no later than 30 DAYS following its initial start-up/opening and/or the expansion of said business.
2. A business plan for the existing/new business which detail costs involved with the expansion and/or start-up. The business plan, at a minimum, must include:
  - a. the business name and address location,
  - b. contact information regarding this application—name, mailing address, e-mail address, phone number
  - c. overall business description/purpose
  - d. employer tax identification number and/or social security numbers of owners.
  - e. legal structure of the business and management/owners
  - f. brief marketing method used by the business
  - g. the proposed project, the sources and use of funds for the entire project (be sure to indicate the use of LACED grant dollars),
  - h. current and projected number of employees at the end of the first year of operation after project completion,
  - i. community impact (explain the benefits to the community/area and the effects on the local tax base).
3. Proof that all other financial funding is in place for the project must be included in the request before the application will be acted upon.
4. A minimum capital investment of \$10,000 or documentation to substantiate the investment must be included in the initial application—cost estimates on vendor

letterhead/business forms submitted with the application. None of these costs can have been incurred by the business for a period of more than 60-days before the date of this application request.

5. The minimum capital investment of \$10,000 may be waived if one full-time equivalent position is created (not including owners/officer and their immediate family members—parents, children, and spouses).

Each request for funding shall be taken on a case-by-case basis. An individual business may only ever receive one start-up/business expansion grant under this program. In other words a business may not receive a start-up grant and then an expansion grant later. No application will be reviewed until the application has been submitted in its entirety. The application will go before the board of directors and its approval is not guaranteed. The business is welcome to attend the meeting at which the application will be reviewed.

If awarded funds, the business shall be responsible for completing the project within one-year from the date of grant approval, and the business shall initially finance the LACED share of the project in full. Grant funds will be disbursed when LACED has been provided with copies of paid receipts for actual costs of the approved project at the completion of all work.

I certify that the for-profit commercial business named below has not received a Business Start-up and/or Expansion Grant in the past; and that the project for which this financial assistance is being requested was not completed for more than 30 days before the date of this application.

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Name of Business

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Signature—business owner or authorized officer

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Date

PLEASE RETURN COMPLETED APPLICATION WITH SIGNATURE TO:

Lemmon Area Charitable and Economic Development Corporation  
100 3<sup>rd</sup> St West  
Lemmon, SD 57638