

Business Improvement Grant Program (2017)

Rules and Requirements

General Statement of Main Street Woodbury, Inc.

We are pleased to offer this program for a 2nd time, and now we hope to make it an annual program to assist our valued downtown merchants.

Please read the following Rules and Requirements carefully. The precise parameters reflect our responsibility to take this investment very seriously – we want to be as generous as we can but also wise and cautious – after all, our donors and patrons have entrusted these funds to us.

****Submit your application to: Main Street Woodbury, Inc., P.O. Box 490, Woodbury, NJ 08096****

PROGRAM RULES AND REQUIREMENTS

Eligible Businesses (Main Street district):

1. The business must be located on Broad Street, between Red Bank Avenue and West Street.
2. The business must be duly filed with the State of New Jersey and in good standing.
3. The business must be in compliance with City of Woodbury ordinances and codes (no outstanding violations).
4. The business must be in continuous operation on Broad Street, as specified (see #1), for a minimum of two (2) years.
5. The business must be independently owned and operated (franchises and chains are not eligible).

Eligible Projects

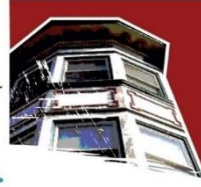
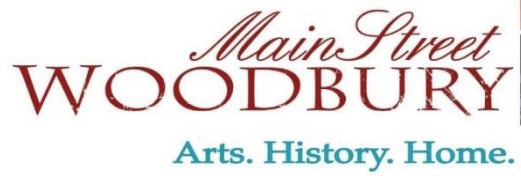
1. Any Eligible business may apply for a Grant not to exceed \$2,000 for 2017.
2. The Grant must be for one specific Project.

Got questions? Call us at 856.845.8655 or email to info@mainstreetwoodbury.org

3. The Project may be a physical improvement to the interior or exterior of the business premises; this may include a Leasehold Improvement if the business provides evidence of approval from the Landlord.
4. The Project may be an investment in equipment or machinery.
5. The Application must include a written explanation of how the Project will benefit the business.
6. Applications for Grants must be submitted by September 25. Grant awards will be announced on October 1.
7. MSWI will approve or reject Grant applications in its sole discretion.

Project Funding:

1. If the Project cost exceeds the maximum Grant amount, the Applicant must provide a listing of all Sources of Funds on the application. Generally, the Applicant must first use all other sources of Project funding prior to the use of MSWI Grant funds. The Applicant may request an exception to this requirement, which will be considered on a case-by-case basis.
2. The Grant must be 100% funded and the Project completed within six (6) months of the Grant Award date.
3. The Applicant may request the Grant in a single lump-sum or in up to three (3) installments.
4. MSWI reserves the right to inspect completed work and/or to curtail Project funding if it determines the Project is unreasonably delayed or not proceeding in accordance with the original Application.



Business Improvement Grant Application (2017)

Completed Application with all required Attachments must be submitted by September 25, 2017

Business Name: _____ Years in Operation in Woodbury: _____
Business Owner Name: _____ 2nd Owner: _____
Business Location: _____ Phone #: _____
Property Owner: _____ Phone #: _____

Please consider me for a Grant amount of \$_____. (maximum \$2,000.00)

Describe the Project you want to complete (100 words max):

Describe, specifically, how the completion of this Project will help your business (100 words max):

Timeline for your Project (be specific):

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Sources and Uses of Funding for the Project:

Checklist (please provide all of the following, if applicable, along with your completed Application:

- Landlord Affidavit (signed) stating that all Rents are current
- Landlord Permission, written and signed (if Leasehold Improvement)
- List of Contractors and Vendors who will do work on the subject Project.

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