Dahlonega Downtown Development Authority and Main Street Program

# SMALL BUSINESS IMPROVEMENT GRANT

**GRANT APPLICATION GUIDELINES & CHECKLIST**

Make sure you read and understand the grant guidelines before you apply. For questions or additional information, contact Dahlonega DDA/Main Street at 706-482-2707 or by email at aalexander@dahlonegadda.org. Your business/organization is ineligible to apply if you were awarded a BOOST Grant during the current calendar year.

Verify you are requesting an eligible proposed use of BOOST grant funds. The DDA/Main Street Board reserves the right to determine eligibility in the context of conforming to the granting organization's goals, policies, and procedures.

Eligible uses of funding include:

- Inventory/Supplies
- Business Equipment
- Marketing/Advertising
- Interior/Exterior Renovations
- Security System
- Professional Services

Ineligible uses of funding include:

- Rent, Lease, or Mortgage payments
- Rental Deposits and Utility Bills
- Late Payments, Interest, or Fees
- Purchase of Alcohol, Tobacco, or Medicine
- Salaries/Debts
- Expenses for Work/Services Already Started

Submit one fully completed application with supporting documentation and attachments. Applications must be submitted with all quotes for proposed work/services, to be considered. Provide as much information, relevant to your request, as possible. Detailed applications will be favored over ambiguous applications. If your business/organization uses a website or Facebook page, please include the link with your application. You are also encouraged to include photos pertaining to your request.

An estimate, quote, purchase order or other documentation from the vendor or service provider, for which the funds are being requested, is required.

Shop Local preference - when possible, please use local vendors and suppliers. Funding requests using a local provider will be favored unless the items you are purchasing are not available locally. If local suppliers are not available, Georgia suppliers and/or made in the USA products will be given preference.