

Sedro-Woolley Community Development Grant Program

Application

Date of Application: _____

Full Legal Name (Organization): _____

Applicant Mailing Address: _____

Project Physical Address: _____

Phone Number: _____

Primary Contact: _____

Website (if applicable): _____

Email Address: _____

Grant Amount Requested (maximum of \$5,000 per nonprofit and \$10,000 per business):

Optional Matching Funds: _____

Grant Eligibility Requirements:

- Businesses and non-profit organizations are eligible to apply for funds
- Businesses must possess and active City of Sedro-Woolley business license, if required by law
- Applications must be approved prior to the project start date
- Maximum funding limit is \$5,000 per nonprofit, or \$10,000 per business
- National franchises are not eligible
- Improvements must be made to a public-facing area.
- Projects will be vetted for completeness by City staff and may go to the Arts Commission for recommendation to the City Council. The City Council will make the final decision on whether to fund a project.
- Once funded, grants will be reimbursement grants. One exception is for projects greater than \$20,000 in total. Those projects can have their city-eligible funds reimbursed when they are more than 50% complete.

Proposal - provide an explanation of the project including who/what/where/when/why, attach at least three photos of the area/areas needing improvement (500 words or less)

Budget – provide a line-item budget, including information and amounts of any outside funding sources

Impact – discuss how your project will directly or indirectly increase tax revenues in Sedro-Woolley (250 words or less)

Background – provide any additional background information you feel is relevant, including an artist rendering of your project (250 words or less, an art attachment is strongly encouraged)

Authorization

I, (print name) _____ the (print title, if applicable) _____ of (print organization name, if applicable) _____ have approved the submission of this proposal.

If I/we receive a grant, I/we agree to enter into a contract with the City of Sedro-Woolley promising to:

- 1) Execute the project, as planned;
- 2) If a religious organization, not proselytize as any part of the project to be completed;
- 3) Provide all documentation necessary (included in the contract) to verify receive reimbursement for the project.

Name and Title of Authorizing Member _____

Signature _____

Date _____

Proposals can be mailed to: Charlie Bush, City Administrator
City of Sedro-Woolley
325 Metcalf Street
Sedro-Woolley, WA 98284

OR submitted via email to: cbush@sedro-woolley.gov

Please include a completed and signed application and proposal with "Sedro-Woolley Community Development Grant Program" on the subject line.