

**Small Business Grant Program  
Application**

**Business Name**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Employer Identification Number**: \_\_\_\_\_\_\_-\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Union Business Address**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**City**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **State**: \_\_\_\_\_\_\_\_\_\_\_\_ **ZIP**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Explanation of Grant Usage (Please be exact and concise):**

**Check One:**

* My business was considered non-essential and was mandated to close.
* My business was considered essential and remained open but with restrictions.
* Other (Explain)

**Business and Employment Information:**

Number of Full Time Employees: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Av. Wage: ­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of Part Time Employees: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Av. Wage: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Documents Submittal:**

* Completed application. (Documents can be completed online at [www.cityofunionky.org](http://www.cityofunionky.org). If a hardship exists for inline access, documents can be printed, requested and dropped off at the City of Union at 1843 Mt Zion Road).
* Completed W-9.
* Copy of Boone County General Business License
* Copy of most recent Quarterly Payroll Report
* Proof of ownership (copy of current lease agreement or most recent mortgage statement)

**Contact Information:**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone Number**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The City of Union retains the discretion to determine the compliance with criteria and eligibility for all applicants. The City reserves the right to deny applications based on noncompliance with the program requirements, the absence of available funds to fulfill all requests, or any other lawful basis within the judgement of the City. Lastly, it reserves the right to determine the procedures by which payment of funds for approved grants shall be made and does not guarantee payment on any particular timeframe.