



Project OPEN Grant/Loan Application Form

1. Applying Local/Regional Organization

1. Name of local/regional organization _____ Salina Area Chamber of Commerce

2. Name of Primary Contact _____ Larry Powell

3. Title of Primary Contact _____ Director Business Retention & Expansion

4. Mailing Address _____ P O Box 586

5. Phone Number _____ (785) 827-9301

6. Fax Number _____ (785) 827-9758

7. Email Address _____ open@salinakansas.org

2. Client Information

8. Name of entrepreneur or small business _____

9. If company, list entity type (LLC, sole proprietorship, etc.) _____

10. Name of Primary Contact _____

11. Title of Primary Contact _____

12. Mailing Address _____

13. Phone Number _____

14. Fax Number _____

15. Email Address _____

16. Does the entrepreneur or small business owner have a tax liability in arrears with the Kansas Department of Revenue or the IRS? _____

17. Will the business be located in the same city listed in Question 12? _____

18. If 17 is No, physical address of where business is/will be located _____

19. Are the funds for a business startup, or are they for the expansion of an existing business? Provide relevant details (length of time in business, business name or entity changes, etc.).

20. How does your business plan to accomplish at least one of the following two objectives, per the Salina Economic Development Strategic Plan, adopted by the City of Salina and the Salina Area Chamber of Commerce?

1.) Increase the ability of the firm to attract customers that are currently not in the Salina market. This will increase the amount of trade and commerce occurring in Salina via new business activity.

2.) Increase the ability of the firm to retain customers that are currently leaving the Salina market to purchase the product or service. This will increase the amount of trade and commerce occurring in Salina via better retention of business activity that should occur in Salina but doesn't.

21. Check all eligible use of funds categories you intend to apply under:

A) Continuing Education

B) Professional Services

Accountants

Architects

Legal Counsel

Marketing Professionals

Design Professionals

Other

C) Brick and Mortar Improvements: Projects may include but are not limited to:

Building expansion

Vacant building redevelopment

Facade renovation and restoration

Purchase of Equipment

D) Marketing Projects:

Marketing Research

Marketing/Advertising Cost

Design

Printing

Signage

Other (explain)

E) Additional product lines or major product line expansion as projected in the business plan.

F) Additional or significantly expanded services as projected in the business plan.

22. Tell about the business, its owners and key employees.

23. Provide projected sales, sales growth and projected employment growth from this project.

Requested Funding Information

24. Total Amount of funding requested _____

25. Date Funds are needed _____

26. Amount of funds being provided by private lenders _____

27. Describe any additional funding that will be utilized in this project.

28. Explain specifically how the funds will be used.

**Project Open Business Development Grant Funds
Application Check List**

Completed application form

Business Plan

Signed Marketing Release of Information

Verification of completion of Project Open Entrepreneur Training

I have completed the KSBDC series (including: Meeting the 3 Ms – Learning the Basics of Money, Marketing & Management, The Right Start – Using a Business Plan and Cash Flow Made Easy) or

I have completed FastTrac®

Marketing Release of Information

By submitting an application for financial assistance, the Client (prospective grant or loan recipient) agrees to the following Marketing Release of Information* to be used by Project Open administered by the Salina Area Chamber of Commerce for the purpose of promoting the successful delivery of services to entrepreneurs and small business owners.

Marketing Release of Information*

Upon receiving notification that the Financial Advisory Committee has selected the Client to receive financial assistance, the Client agrees to provide pertinent information to the Salina Area Chamber of Commerce for the purpose of preparing a news release for distribution to other Resource Partners and media outlets as determined by the Salina Area Chamber of Commerce;

Information for the news release will be obtained primarily from the Project Open application, the Salina Area Chamber of Commerce and grant recipient's Web sites and previously published information, and by phone interviews with representatives of both parties;

The Salina Area Chamber of Commerce will make accommodations to withhold all information identified by the Client as being sensitive or competitive in nature, particularly when this information is not previously published and therefore not already considered to be in the public domain. All parties named in the release will receive a final copy of the news release prior to distribution in order to verify the accuracy of all information contained therein;

The Salina Area Chamber of Commerce will disseminate a news release and related information to external media outlets only after the grant is approved and closed by the Salina Area Chamber of Commerce;

In addition to disseminating the resulting news release to media outlets, the Salina Area Chamber of Commerce may distribute all or part of the news release and related information to organizations, networks and individuals via Email, the Salina Area Chamber of Commerce, and third-party Web sites, blogs, instant messaging, chat rooms, message boards, et...
I have read and agree to the terms described in the Marketing Release of Information Declaration.

Yes

No

SIGNATURE

DATE