



The Huntingdon County Business and Industry Mini Grant Fund has been established through fundraising efforts by our staff and generous donations from our business community. It is our intention to continue raising funds through future events and promotions. Grant applications will be accepted as long as there is funding available. Grant amounts will range from \$500 to \$1,500 dollars. This is a grant, and does not require repayment, but we ask that you consider donating back to the fund, when and if, you have the ability to do so. We hope to help as many Huntingdon County Businesses as possible, and could use your assistance in continuing that effort.

Eligibility Criteria

- For-profit businesses in Huntingdon County that remain in operation and do not intend to permanently cease operations within one year of the date of application.
- Businesses with fewer than 100 full-time equivalent employees.
- The business is experiencing an adverse economic impact which makes the grant request necessary to support ongoing operations.

Priority will be given to applicants that:

- Are in need of immediate assistance to maintain operations
- Businesses that are willing to sign an agreement to repay their grant funds within two years of receiving the grant

Required Documentation

- Completed Application
- Proof of Business Organization (Certificate of Organization, Articles of Incorporation, or Fictitious Name Filing)
- Business Tax Returns for the most recent year completed and a current Year-To-Date Statement
- Copy of Driver's Licenses for all owners
- Completed W-9
- Copy of Mortgage/Lease/Rental Agreement
- Copies of eligible expenses/quotes

Business Owner Contact Information

Business Name	
Contact Person	
Phone	
E-mail	
Date of Application	

Business Information

Business Street Address	
City, State, Zip	
Type of Business	
EIN Number	
NAICS Code	
Date Business Established	
List all Business Owners and % of Ownership	

Description of Business Operations

--

Why are you applying for this grant opportunity?

--

Eligible expenses include Mortgage/Lease/Rent, Utilities, Inventory/Supplies, Insurance, Payroll, Maintenance/Repairs and Advertising of the business. Copies of invoices/bids must be included to substantiate the expenses.

Eligible Expenses			
Vendor Name	Expense	Date	Amount
Total Amount			\$

Agreement

My signature below indicates that I have read and agree to the program requirements as stated in this application. I hereby certify that the information provided in this application and supporting documentation is true and accurate in all material respects, and I further acknowledge that knowingly making a false statement is punishable under penalty of perjury and fines pursuant to 18 Pa. C.S.A. § 4904 (relating to unsworn falsification to authorities).

Signature	
Printed Name	Date
Title	
Signature	

Please submit completed application with required supporting documentation to Huntingdon County Business and Industry (HCBI). Incomplete applications will be denied funding.

Contact Debra Clark-Loner, HCBI Executive Director at 814-506-8287 or email dclark@hcbi.com.

