

Local Business Resource Fund Grant Application



Applicant Information

Event/Project Title	
Applicant Name & Title (if any)	
Business	
Primary Contact (if other than applicant)	
Email & Phone Number	
Requested Grant Amount (\$)	

A completed application packet includes a Project Plan & Description and a Project Budget & Grant Request. See details below. Application packets not containing all parts will be considered incomplete.

Project Plan & Description

- Provide a project description that details the steps for implementation and a schedule for completion.
- Describe the project's benefit, the expected outcome, and the area it will impact.
- Share any additional information the City of Lincoln should consider in evaluating your project.

Project Budget & Grant Request

- What are the total project costs?
- How much of the total project cost is your business requesting from the City?
- Share any additional information the City of Lincoln should consider in evaluating your project.

Application Submittal Process

Email the signed application packet and all attachments to erin.frye@lincolnca.gov no later than 4:00 p.m. on December 31, 2024. Applications can also be delivered to Lincoln City Hall, 600 Sixth Street, Lincoln, CA 95648. Applications are accepted on a first come, first-served basis and are subject to available funding.

LATE APPLICATIONS WILL NOT BE ACCEPTED.

By signing this document, I agree I have read Economic Development Local Business Resource Fund Guidelines and Terms and Conditions. I certify that funds will be used for the purpose specified in the application and supplemental documents. I understand that a final report and summary of the award are due no later than 45 days after the final project is completed or within 12 months from the award. I understand that failure to adhere to all program guidelines could prohibit me or my organization from applying for future funding.

Signature:

Date:

Post Award Reporting Requirements

All City-administered grants require a final project report to demonstrate that the applicant achieved the program's goals and utilized the funding appropriately, providing a framework for accountability and highlighting the business's worthiness for future funding.

All reports are due within 12 months of the project's approval or 45 days after completion. Applicants who fail to provide a final report may be denied future funding.