

Western Chester County Small Business Growth Grant Program

The Western Chester County Chamber of Commerce is opening the application period for the Small Business Growth Grant Program, launched to generate opportunity and growth for our member businesses.

The Small Business Growth Grant is for Chamber members only and has a maximum amount of \$5,000. Funds can be used for: improvements to your place of business either exterior or interior, education, training, courses, or other workforce solutions, upgrading or adding products that help you operate your business or organization more efficiently such as office hardware, software, tools or systems and marketing initiatives such as signage, web and graphic design, vehicle wraps, and other branding methods.

All applications will be reviewed by the Small Business Growth Grant Program Committee.

Requirements:

Applicants must be Chamber members in good standing with their annual dues. Applicants must be located within the geographical region of western Chester County (full list of municipalities on application). Applicants must be a registered business for at least 12 months prior to applying.

All applicants must submit the application online or by mail.

The application will ask for a description and history of your business, a description of what you will apply the funds towards in your business, bids, estimates, receipts or invoices of items you're applying the grant towards,

Details:

- Proposals are due by **May 7, 2025**
- At least a 50% match is required (if you are requesting \$2,000, you must show documents of at least \$4,000)
- Applicants may apply for up to \$5000 maximum per project.
- Each project will be considered competitively based on criteria established by WCCCC and reflected in these guidelines.
- Grants will be approved based on the availability of funds and only to applications that meet WCCCC criteria and are approved by the Small Business Growth Grant Program Committee.
- Submission of an application does not guarantee you approval and funding of the grant project.
- Funds will be disbursed on a reimbursement basis when proof of expenditure of project has been provided to WCCCC.
- Applicants applying for external updates must own the commercial property or obtain required authorization from the building owner.

HOW TO APPLY

The application can be filled out online or downloaded on our website at-
www.westernchestercounty.com/membership/small-business-growth-grant/

Completed applications can also be emailed to Rachel Cathell (Rachel@westernchestercounty.com) or mailed to the office:

WCCCC
50 S. First Avenue
Coatesville, 19320, PA.

Western Chester County Chamber of Commerce
Small Business Growth Grant Application

Business Name *

Address of Business *

Mailing Address if different than location

Business Representative's Name*:

Email *

Phone *

Business Website *

History of Business + Description of Services *

Please explain in detail how you would use the grant funding and how it will positively impact your business *

Cost Estimate \$ *

I understand that the submission of an application does not guarantee approval and funding of the grant project. *

Signature: _____

- Yes

I understand that I am responsible for the remaining balance of the cost estimate for the items requested, if it exceeds the amount granted by the Chamber of Commerce. *

Signature: _____

- Yes

I understand that if permits should be required, that I will obtain permits prior to work being done. *

Signature: _____

- Yes

I hereby affirm that I have full legal capacity to authorize the filing of this application and that all information and exhibit herewith submitted are true and correct to the best of my knowledge. *

Signature: _____

Date: _____

Applicants must attach the following documents:

- Proof of Income- Summary P&L Report
- Copy of Business License / Certificate of Organization
- Receipt of goods or services and/or estimates or bids on services / goods.

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