

**Rahway Chamber of Commerce  
2022 Business Improvement Grant Application**

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**Total Grant Funds Available for 2022:** Limited to \$1,500.00

**Deadline:** August 31, 2022

**Eligibility Requirements:**

1. Must be a Rahway Chamber of Commerce Business Member.
2. Applicant must be business owner, manager, or an authorized representative.
3. Complete application submitted in PDF format.

All Applications must be submitted via email to [grants@rahwaychamberofcommerce.com](mailto:grants@rahwaychamberofcommerce.com) no later than the deadline. Applications received after the deadline shall be subject to automatic disqualification.

**Terms and Conditions**

1. Grants will be provided directly to the recipient to complete the project exactly as described in this Grant Application.
2. Grants may only be used for physical business improvements or programming. Grants will not be provided for paying off business debt, payroll, nor reimbursement of a project previously completed.
3. Preference is given to applicants using Chamber businesses or services to complete the
4. Project must begin within thirty (30) days after grant is received.
5. Grant recipient must gain the Rahway Chamber of Commerce Grant Panel's written approval prior to changing project scope.
6. The Rahway Chamber of Commerce Grant Committee has the right to seek return of funds if completed project does not align within the project scope.
7. The Rahway Chamber of Commerce must receive proof of project completion with paid receipts immediately upon project completion.
8. A full set of terms and conditions will accompany the Grant Agreement if you are selected.

**1. BACKGROUND INFORMATION**

a. Business Name: \_\_\_\_\_

b. Business Address: \_\_\_\_\_

\_\_\_\_\_

c. Mailing Address: \_\_\_ Same as above

\_\_\_\_\_

\_\_\_\_\_

d. Tax Identification Number (EIN): \_\_\_\_\_

e. Product or Service: \_\_\_\_\_

f. Name of person completing application: \_\_\_\_\_

g. Position of person completing application: \_\_\_\_\_

h. Contact Information:

i. Business Phone: \_\_\_\_\_

ii. Cell Phone: \_\_\_\_\_

iii. Email: \_\_\_\_\_

i. Number of employees: \_\_\_\_\_

j. History of your business: \_\_\_\_\_

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## 2. PROJECT PLANS

a. Project Description: What is it that you want to do and why?

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b. Why is this Project important to your business?

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c. What is the project budget? (Please be as specific as possible by including materials, contractors and costs of each)

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d. Will this project benefit the Rahway community, and if so how?

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e. How much of your own money do you have you set aside for this project?

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f. Project start date: \_\_\_\_\_

g. Project finish date: \_\_\_\_\_

### **3. CONTRACTORS / PROFESSIONALS**

*Note: if a Chamber member's services fit into the scope of your project, include chamber estimates when applicable.*

a. Who will be completing the Project?

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b. Who will be coordinating the Project?

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### **4. CONCLUSION**

a. Is there any additional information you would like to share with us?

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b. Please list at least two (2) references who would certify to the character of your business.

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