

Shelburne Falls/West County Initiative: Grant Application for Businesses, Nonprofits, Artists, & Farmers

Application Package Checklist

In addition to completing the online form, the applicant is required to submit this checklist and the following items, as applicable. Upon the satisfactory submittal of all required forms and documents, the application package will be reviewed. Once the information is verified, the application will be deemed complete and ready for consideration.

To Submit the Application Package: Use this checklist to make sure you are submitting all the necessary forms and documents together. Once all required forms are completed and copies of tax documents are ready, please assemble the application package and label it "Shelburne Falls Grant Program". **Either mail or drop off this application package during business hours to the Franklin County Community Development Corporation at 324 Wells Street, Greenfield, MA 01301.**

Business or Nonprofit Name: _____

Submitted by: _____ **Email:** _____

Attachments: Check all that apply and are included.

1. Most recent (i.e. either 2019 or 2020) IRS Tax Return(s) and Schedules
 - Business or Nonprofit Tax Return and Schedules attached
 - Personal Tax Return for each primary business owner attached
 - Not applicable

2. 2019 and 2020 Profit and Loss Comparison Form
 - Attached
 - Not applicable

3. Recovery Assistance Funding Already Received Form
 - Attached
 - Not applicable

4. Itemized Budget for Use of Grant Funds Form
 - Attached
 - Not applicable

5. Business Owner Information Form for Additional Owner(s). *This form only applies to additional "primary" business owners, which are owners having a 20% ownership stake or more in the business. Complete this form for each individual primary business owner. This form is not applicable to Nonprofit organizations.*
 - Attached
 - Not applicable