

2010 Racine County Manufacturing Renewal Grant Program Guidelines

The Manufacturing Renewal Grant Program will allow qualifying Racine County manufacturing businesses to apply for grants to be used for training or consulting services designed to support their Racine County operations, thus helping these companies stay in business and continue to retain or provide jobs for Racine County residents. The grants will provide qualifying businesses with up to \$2,500 to help cover costs associated with improving their business operations.

These are 50% matching grants. This means they will reimburse a business for 50% of allowable expenses, up to a maximum of \$2,500. For example, a business with \$4,000 in allowable expenses will receive \$2,000; a business with \$5,000 in allowable expenses will receive \$2,500; and a business with \$6,000 in allowable expenses will receive \$2,500.

A minimum of 50 percent of the total cost of the proposed training and/or services must be provided in cash by the grant recipient. In-kind contributions by the grant recipient will not be considered as matching funds. If your business meets the criteria and you are interested, please fill out the attached application form and submit it to the UW Parkside Small Business Development Center.

Grants can only be made for training and/or consulting services that will support existing manufacturing companies. Grants will not be awarded for supplies, equipment, promotional items, wages and/or the expansion of facilities.

Eligibility Requirements:

- Must be a for-profit business
- Small to medium size manufacturing business located in Racine County:
 - Number of employees must be no more than 200.
 - Must manufacture a physical product.
 - Business cannot exceed \$25 million in gross sales averaged over the last 3 fiscal years.
- No more than one grant award per year.
- Presentation of invoices and paid receipts (i.e. cancelled check, credit card statement, etc.) required within 90 days of approval.
- Application must be submitted prior to purchase of services.

If your business meets the criteria and you are interested, please complete the attached Application Form and submit it to the UW-Parkside Small Business Development Center at the address on the final page of the form.

Company Name	Name and Title	Date

2010 Racine County Manufacturing Renewal Grant Program Application Form

Please print clearly or type your information in the lines provided.

1. Manufacturer's Name

2. Type of Business

3. Address

4. City, State, Zip Code

5. Name of Contact Person (Optional):

6. Phone Number

7. E-Mail Address

8. Does your company manufacture a product(s) in Racine County?

Yes

No

9. Number of Employees

10. Annual sales of the Company

11. Grant Amount Requested (\$100- \$2,500)

12. How did you hear about this program?

13. Describe how your company intends to use these funds.

Attach additional sheets if necessary

14. Expected Results (Example: To increase revenue and/or reduce the costs of sales)

Attach additional sheets if necessary

15. Timing

NOTE: Funds will be released upon receipt of detailed invoice copies and proof of payment (i.e. cancelled checks, credit card statements, etc.) In addition, information may be requested to verify the credentials of the supplier of goods/services.

Invoices

(to be reimbursed by grant)

Matching invoices copy date

Submission Date(s)

(Must be at least equal to
reimbursed invoice amounts)

Date of Result Summary

16. Outcome / Results Summary (To be completed at the end of the engagement)

NOTE: Must reconcile to expected results (#14)

Attached additional sheet(s) if necessary

Grant Signature Page

PLEASE READ:

1. Grants will not be awarded for supplies, equipment, promotional items, wages and/or the expansion of facilities.
2. Matching grant funds up to 50% of total cost.
3. The grant is non-renewable.
4. \$2,500 maximum distribution per business.
5. Grant program can be used to fund SBDC Business Plan Development Classes.
6. **DEADLINE:** The Application must be received by **November 30th 2010.**

In signing this application on behalf of the requesting business, I hereby certify:

- a) that all information is complete and correct;
- b) that this business is a **for-profit** entity and that it meets all other eligibility requirements for this grant program;
- c) that this business is required to submit a one page summary outlining the impact of the grant program on it;
- d) that all invoices and payment records will be submitted within 90 days of initial approval of this grant application, or the grant application will no longer be approved;
- e) that I have read the Guidelines on page one of this packet.
- f) **DEADLINE:** The Application must be received by **November 30th 2010.**

Signature	Name and Title	Date

Send all application information to:

UW Parkside Small Business Development Center
Attention: Matt Wagner, Executive Director SBDC/CATI
2320 Renaissance Blvd.
Sturtevant, WI 53177
Phone: 262.898.7512
Fax: 262.898.7401