



## **2018-2019 Challenge Mini-Grant Application** **Helping businesses achieve their efficiency and sustainability goals**

This year, in partnership with the City of Charlottesville Economic Development's ACE program, an additional component of the Challenge will assist City businesses in need. If your business qualifies, you will receive additional Challenge assistance and your organization may be awarded a \$500 grant for energy efficiency goods and/or services. The goal of the Challenge is to help businesses increase their energy efficiency and sustainability in their daily operations as well as reap cost savings opportunities, enhance their brand, and engage in a community-wide effort with some great FREE publicity. To qualify, the business owner must be low to moderate income, as defined by the Federal Department of Housing and Urban Development (HUD).

### Easy Next Steps:

1. Complete entire application by **March 1, 2019**.
2. Submit application and supplementary materials via email or mail.
3. Challenge staff will complete an informal phone/in-person interview.
4. Selected businesses will receive an award notice by May 2019 and money to spend on their energy efficiency/sustainability initiatives (guidelines will be provided).

### ELIGIBILITY CRITERIA

To be eligible for consideration in this program, applicants MUST:

- Participate in the Challenge for at least 10 weeks.
- Have a business license in the City of Charlottesville.
- Be a for-profit business, or a B corporation.
- Be able to provide documentation to meet income requirements.
- Complete entire application and submit to the Better Business Challenge.

**APPLICANT INFORMATION:**

Business Name: \_\_\_\_\_

Name of Business Owner(s) Name & Title (s): \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Phone Number: \_\_\_\_\_

Email address: \_\_\_\_\_

Business Website: \_\_\_\_\_

Facebook URL: \_\_\_\_\_

& Twitter URL or handle: \_\_\_\_\_

**BUSINESS INFORMATION:**

Business Entity:

- Sole Proprietor
- LLC
- S or C Corporation
- B Corporation

Federal Employer Identification #: \_\_\_\_\_

Business Industry: \_\_\_\_\_

How many years has your business been in operation? \_\_\_\_\_

Is the business SWaM certified?  YES  NO      Expiration date: \_\_\_\_\_

How many years has your business been in operation? \_\_\_\_\_

Are you a registered vendor with the City of Charlottesville?  YES  NO

Do you rent or own the space where your business is located?  Rent/Lease  Own

Does your business operate out of your residence or a commercial building?  Commercial  
 Residence  Other (please specify)

Does your business involve the sale of products, services or both?  Products  Services  Both

Is more than 50% of your business woman-owned?  YES  NO

Is more than 50% of your business minority-owned?  YES  NO

How many full time employees and/or part time employees does your business have including owner(s)? \_\_\_\_\_

What were your previous yearly sales ?  Under 10,000  10,000-25,000  25,0001-50,000  
 50,0001-75,000  Over 75,0000

Were year sales up, down, or about the same compared to the previous year?  Up  Down  
 About the same

Has your business received a loan from a bank or micro-lender in the last 5 years?  YES  NO

1- Please list the top energy efficiency/conservation goals for your business.

2- What are possible obstacles you could face when trying to accomplish those goals?

3- What do you hope to accomplish if your business is selected to receive a Mini-Grant?

4- Please list the long and short-term goals for your business

5- Does your business have other opportunities to conserve resources or implement other sustainability practices?

6-How could the funds received through the mini grant help your business with your environmental stewardship?

Statement of Understanding:

I certify that all the application information provided above is accurate, to the best of my knowledge. I understand my grant application will be based on the above information. Incorrect or inaccurate information will have a negative impact on the status of my application.

If I am chosen to be part of the Challenge Mini-Grants program, I am willing to work with the Challenge team to complete the online "Scorecard" and assess current operations. I realize active participation and professionalism is important and expected in order to be eligible for the mini-grant. I also understand that I will need to submit documentation verification.

Funding for this program has been provided by the Charlottesville Office of Economic Development ACE Program. To be eligible for this grant, City businesses must meet HUD's low to moderate income level definition (see table below). Businesses can qualify if either the business owner(s) or clientele can be classified as low to moderate income.

For more information go to [www.cvillebetterbiz.org](http://www.cvillebetterbiz.org)

or contact Teri Kent, Program Director at <mailto:teri@cvilleclimate.org> or call 434.466.5157

**SEND APPLICATION TO:**  
**Teri Kent, Program Director**  
**200 Garrett St Suite H**  
**Charlottesville, VA 22902**

**OR Email: [teri@cvilleclimate.org](mailto:teri@cvilleclimate.org)**

Income Eligibility:	
<u># Persons in Household</u>	<u>Maximum Yearly</u>
1 person	\$44,750
2 persons	\$51,150
3 persons	\$57,550
4 persons	\$63,900
5 persons	\$69,050
6 persons	\$74,150
7 persons	\$79,250
8 persons	\$84,350