



Dixon Chamber of Commerce and Main Street MicroGrant

I. Introduction

The purpose of the Dixon Chamber of Commerce and Main Street MicroGrant is to influence the future of Dixon through high quality job creation and local investment by providing dollar for dollar matching grants of \$1,000 - \$5,000 to entrepreneurs willing to launch or grow a business in the City of Dixon. It is funded through and administered by the Dixon Chamber of Commerce and Main Street.

II. Eligibility

To qualify for the Dixon Chamber of Commerce and Main Street MicroGrant, applicants must meet one or more of the following criteria:

- Be a for-profit business owner.
- Be legally capable of entering into a binding contract.
- Have a current or proposed business location in Dixon, IL.
- Be current on business/personal taxes, student loans, and child support payments.
- Have a proposed project that leads to job creation for the City of Dixon.
- Have secured all other funding needed to match requested funds and complete the submitted project.

Eligible uses for grant funds include, but are not limited to, the following:

- Construction or real estate acquisition.
- Physical property improvements.
- Equipment purchase.
- Inventory and working capital.
- Rent subsidies.

The Dixon Chamber of Commerce and Main Street MicroGrant will not consider grant proposals for retroactive funding of projects, operating deficits, or retirement of debt.

III. Application

Dixon Chamber of Commerce and Main Street MicroGrant applications are available through the Dixon Chamber of Commerce and Main Street Dixon at www.discoverdixon.com or 815-284-3361. Applications are reviewed monthly until funds are exhausted.

To apply, applicants must complete and submit a Dixon Chamber of Commerce and Main Street MicroGrant Application.

IV. Review

Submissions will be reviewed by designated representatives of the Dixon Chamber of Commerce and Main Street. Applicants will be contacted if further information is needed. The following criteria will be used to evaluate proposals:

- Job Creation - How does the project support local job creation?
- Action Plan - How well defined is the action plan?
- Likelihood of Success - How feasible is the project in terms of time, budget requests, and available resources?

Grants are subject to availability of funding.

All Dixon Chamber of Commerce and Main Street MicroGrant applicants must be willing to submit to a credit review. If an applicant has had a prior personal or business experience that has resulted in a poor credit record, a letter of explanation must be included with the application.

Each Dixon Chamber of Commerce and Main Street MicroGrant recipient will be asked to join the Chamber and to place a DCCMS decal in the window of his or her business, and to place a GIF on the business' website recognizing the funding award for a minimum of one year. The decal and GIF are supplied to recipients by the Dixon Chamber of Commerce and Main Street.

Please mail completed applications to the following:

Dixon Chamber of Commerce and Main Street
87 S. Hennepin Avenue
Dixon, IL 61021



**Dixon Chamber of Commerce and Main Street
MicroGrant Application**

Applicant Name: _____

Applicant Title: _____

Business Name: _____

Applicant Address: _____

Applicant Phone Number: _____ Applicant Email: _____

Project Title: _____

Contact Person: _____

Please provide the following information in an attached document:

1. Project Description.
2. Project Objectives – List the specific objectives for the project and how the project will lead to job creation in the City of Dixon.
3. Project Action Plan – List the steps needed to complete the project.
4. Project Budget – Provide a detailed, itemized budget for the project, which includes all sources of funding and how the Dixon Chamber of Commerce and Main Street MicroGrant funds will be used. Please indicate which sources of funding have NOT been secured. Dixon Chamber of Commerce and Main Street MicroGrant funds may not be used for anything that has already been purchased prior to the grant award.
5. Project Timeline – Describe the project’s timeline, including when the project will begin and when it will end.
6. Resume – Include a resume or biography of yourself and other key individuals involved in the project.
7. Letters of Support – Attach at least two letters of support for the project.

Submit the completed application to the Dixon Chamber of Commerce and Main Street, 87 S. Hennepin Avenue, Dixon, IL 61021.