



Business Endowment Program Application Specifications

Business Endowment Fund:

Total Amount Available:

\$1000.00 for 2018

No. of awards:

1 – for an existing business, Trenton Chamber member

Endowment Criteria and Eligibility Requirements:

The Endowment Fund is about monies set aside by the Trenton Chamber of Commerce for:

- Any member in good standing for at least 1 year (all of 2017, paid member), and continues membership for 2018 (with paid dues).
- Must be an established business for a min. of 1 year.
- Has not been granted the Business Endowment Fund within five (5) years prior.

To be considered for the Endowment Fund, you must submit the following documentation:

- Application Form (attached).
- A copy of your dba or corporate papers **if applicable** to your business/organization.
- A brief history of your business and a description of your products and/or services.
- The specific purpose, in detail, for applying for the Endowment Fund and the plan for the use of the award by quantification and justification. Please include a budget for the grant proposal.

Example: I am applying for the grant to upgrade (specific) equipment which would in turn increase productivity by an anticipated 10%, by allowing us to provide (specific) service to more clients.

Example: I am applying for the grant to allow me to provide continuing education to my employee's, enabling them to attend advanced computer classes through Utica College. The classes cost?

Example: I am applying for the grant which would allow me to launch an extended advertising campaign, by allowing me to print professional business brochures and expand local advertising. The advertising package cost is?

A Professional Presentation is a MUST!

Review Panel: A panel of 3-5 people will be chosen for the review process. A panel member cannot be considered for the Endowment award. Panel members do not have to be a member of the Trenton Chamber of Commerce. Panel members may be pulled from; local community, surrounding chambers, a local professional person or possibly an educator from a local college/school, a retired person.

Deadline: The application form and your proposal must be received by March 31, 2018, in paper form, no emailed applications will be accepted.

Send applications to: Trenton Chamber of Commerce, Business Endowment Fund
P.O. Box 311 Barneveld, NY 13304



Business Endowment Fund - Application Form

Please complete all information:

Business/Organization Name:

Business/Organization Address:

Phone Number: _____

Email Address: _____

Number of Years in Business/Date Established: _____

Applicant's Name: _____

You must attach the required specific detailed proposal according to the Endowment Application guidelines (see information page) of how you plan to use the Endowment if chosen for the award, in your business.

ENDOWMENT AWARD PRESENTATION:

The Endowment Fund award will be presented at a scheduled meeting in May of 2018. Date TBD. Winner of the Endowment Fund will be asked to present how the fund was used at the following years Annual Dinner.

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Business Endowment Program

Judging Criteria

Applicant must meet and have submitted all required documents per application guidelines (below, from pg.1).

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How will this grant specifically benefit the applicants business.

Would there be a positive impact on our Business Community.

What contribution or participation has this member made to our Chamber.

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