



Village of Paw Paw Downtown Development Authority's Business Support Programs

Scroll down for renovation grant and loan, challenge grant, and training/educational grants.

The Paw Paw Downtown Development Authority was created to promote and enhance the commercial core of the community, to preserve the public investment in this area and to improve the viability of businesses within the DDA district. To encourage business and property owners to improve and maintain buildings, the DDA has made available the following programs:

FOR MORE INFORMATION: Larry Nielsen, Village Manager, 269-657-3148; l.nielsen@pawpaw.net or DDA Director Mary Springer at 269-657-5395; ppccdda@btc-bci.com.

A. Repair and Restoration Grant. The DDA may provide up to ½ of the funding for improvement and restoration projects that may include work such as painting, flooring, adding or removing walls and doors, lighting improvements, bathroom improvements, roof repair, new windows, etc. Maximum grant and loan funding from the DDA is \$10,000 per year, with a maximum of \$25,000.00 over a five year period. The Grant program does not apply to any interior apartments or living space.

B. Repair and Restoration Loan. Upon recommendation from the Loan and Grant Committee, the DDA may loan up to 75% to a property or business owner for a project in excess of \$10,000. The DDA loan amount will not exceed \$15,000. Terms of the loan will be set to provide an incentive to the property or business owner and typical terms shall provide for an interest rate of 2% below prime, with a 7 year amortization period. At the discretion of the Loan and Grant Committee, purchase of materials or services from a business within the District qualifies the applicant for additional consideration in the terms of the loan; such as increasing the amortization period.

For Both Programs . . .

- Maximum loan and grant funding cannot exceed \$10,000 per year or \$25,000 over 5 years.
- Owners of the building must make the application.
- Application must be submitted for approval within 90 days of commencement and work must be completed within 6 months of application.
- These programs are contingent upon availability of budgeted funds and will be awarded on a first come first served basis.
- The Downtown Development Authority reserves the right to revise or end these programs at any time and in no way guaranties availability of funding for any specific project or at any given time.



Village of Paw Paw Downtown Development Authority

GRANT RENOVATION & RESTORATION APPLICATION

Property Name & Address: _____

Property Owner: _____

Contact Phone Numbers: _____

The DDA will provide up to 1/2 of funding for improvements to the exterior or interior of property. Maximum funding per year is \$10,000. All amounts are paid as a reimbursement, evidence must be provided showing expense has been paid and projects must be approved by the Loan and Grant and Design and Presentation Committees.

Start Date: _____ **Completion Date:** _____

Describe work to be accomplished and estimated cost: (Attach invoices, receipts, quotes, etc.)

Amount of DDA GRANT Funding Requested: \$ _____

Signature of person requesting funds: _____

Date of Request: _____

NOTES: Attach additional sheets and information as may be necessary for the DDA to make a determination on your application. Maximum loan and grant funding cannot exceed \$10,000 per year or \$25,000 over 5 years. Owners of the building must make the application. Application must be submitted for approval within 90 days of commencement and work must be completed within 6 months of application. These programs are contingent upon availability of budgeted funds and will be awarded on a first come first served basis. The Downtown Development Authority reserves the right to revise or end these programs at any time and in no way guaranties availability of funding for any specific project or at any given time.

FOR MORE INFORMATION: Larry Nielsen, Village Manager, 269-657-3148; l.nielsen@pawpaw.net

Submit applications to: Paw Paw Downtown Development Authority

129 S. Kalamazoo Street, Paw Paw, MI 49079; Email: ppccdda@btc-bci.com; Phone: 269-657-5395

Village of Paw Paw Downtown Development Authority

LOAN RENOVATION & RESTORATION APPLICATION

Property Name & Address: _____

Property Owner: _____

Contact Phone Numbers: _____

The DDA will loan up to 75% for a project in excess of \$10,000. Terms of repayment are 2% below prime interest with a 7 year amortization schedule. Before closing the loan, a mortgage lien, a promissory note and a personal guarantee will be executed between the applicant and the Village of Paw Paw.

Start Date: _____ **Completion Date:** _____

Describe work to be accomplished and estimated cost: (Attach invoices, receipts, quotes, etc.)

Amount of DDA LOAN Funding Requested: \$ _____

Signature of person requesting funds: _____

Date of request: _____

NOTES: Attach additional sheets and information as may be necessary for the DDA to make a determination on your application. Maximum loan and grant funding cannot exceed \$10,000 per year or \$25,000 over 5 years. Owners of the building must make the application. Application must be submitted for approval within 90 days of commencement and work must be completed within 6 months of application. These programs are contingent upon availability of budgeted funds and will be awarded on a first come first served basis. The Downtown Development Authority reserves the right to revise or end these programs at any time and in no way guaranties availability of funding for any specific project or at any given time.

Submit applications to:
Paw Paw Downtown Development Authority
129 S. Kalamazoo Street, Paw Paw, MI 49079
Email: ppcdda@btc-bci.com / Phone: 269-657-5395

Village of Paw Paw Downtown Development Authority's Educational/Training Opportunities Grant

The Paw Paw Downtown Development Authority was created to promote and enhance the commercial core of the community, to preserve the public investment in this area and to improve the viability of businesses within the DDA district. To encourage business owners to capitalize on educational and training opportunities, the DDA has made available the following program:



Educational/Training Opportunities Grant. The DDA will provide Educational/Training Opportunity Grants to small businesses so that they or their employees may acquire needed or desired educational and training (see below). The grants may be used to pay fees and charges for the business owner or their employees to enroll in types of training helpful to that business. Examples may include payroll and accounting issues, IRS and legal info related to status (pros and cons of Subchapter S, LLC, etc.), how to use the Internet and social media to grow their business, and other topics. Grants may also be used for on-site training that may require paying an expert to come in and provide the training/counseling to the businesses. The DDA set aside \$10,000 in the fiscal year, March 1, 2011 through February 28, 2012.

The Educational/Training Opportunity Grant could work like this:

- Up to \$10,000 in education/training opportunity grants could be awarded in the 2011-2012 fiscal year.
- The \$10,000 for education/training grants would be part of a total amount of grants the DDA may award in coming fiscal year (see below).
- Business owners with 10 or fewer employees would be eligible to apply.
- Business owners could apply for themselves or for their employees.
- No business would be able to receive more than \$1,000 in education/training grant dollars in a fiscal year.
- Businesses would apply for the cost of an education/training class/seminar they desired to attend.
- Education/training opportunities could be offered locally, on-site, or from some other source.
- Examples: If someone wanted to attend a Michigan Small Business Technical Development Center class the DDA would pay them an amount equal to the fee. If the Chamber, the DDA, the PP Business Network, BRACE or some other group wanted to organize and offer an educational/training opportunity and there was a cost, the DDA may provide payment to the instructor or payment to business to enroll. Businesses may also apply for on-site training support.
- Grants are awarded on a first-come, first awarded basis. When the \$10,000 is committed, no more grants would be available until the next fiscal year.
- There would be no application deadline. Businesses could apply anytime during the year.
- Three persons are be appointed to consider the applications.

For more information contact Larry Nielsen, Village Manager at 657-3148 or l.nielsen@pawpaw.net OR contact DDA Director Mary Springer at 269-657-5395 or ppccdda@btc-bci.com.

**Village of Paw Paw Downtown Development Authority
EDUCATIONAL/TRAINING OPPORTUNITIES GRANT
APPLICATION**

Business Name & Address: _____

Business Owner Name: _____

Contact Phone Numbers: _____

Email Address: _____

[_____] **I am applying A grant** to have MYSELF / MY EMPLOYEE(S) to receive needed training.

Number of People to be Trained: _____

Description of Educational/Training Opportunity: _____

(You may attach up to 2 pages (typed and doubled spaced) of additional information to help evaluate your grant application.)

This Educational/Training Opportunity is important to my business because...

(You may attach up to 2 pages (typed and doubled spaced) of additional information to help evaluate your grant application.)

Location: _____

Cost of Training: _____

I request a grant of: \$ _____

Signature of person requesting funds: _____

FOR MORE INFORMATION: Larry Nielsen, Village Manager, 269-657-3148; l.nielsen@pawpaw.net
Submit applications to: Paw Paw Downtown Development Authority; 129 S. Kalamazoo
Street, Paw Paw, MI 49079. Email: ppccdda@btc-bci.com // Phone: 269-657-5395



Village of Paw Paw Downtown Development Authority's Business Development Challenge Grant

The Paw Paw Downtown Development Authority was created to promote and enhance the commercial core of the community, to preserve the public investment in this area and to improve the viability of businesses within the DDA district. To encourage business owners to achieve aspects of their business plans, the DDA has made available the following program:

Business Development Challenge Grant. The DDA will provide Business Development Challenge Grants to small businesses to develop or achieve something in their business plan (see below). The grants may be used to achieve something in your business plan such as: a marketing effort; a purchase of some software or equipment; to cover fees to consult with some expert; to pay dues and memberships in some benefiting association, guide or such; to purchase some inventory they want to carry; to cover costs for an additional person for a period of time; implement an advertising campaign, or something else they want to take on that is identified in their business plan. The DDA set aside \$40,000 in the fiscal year, March 1, 2011 through February 28, 2012.

The Business Development Challenge Grant works like this:

- Up to \$10,000 in Challenge Grants would be awarded each quarter.
- No one grant would be more than \$5,000.
- Businesses with 10 or fewer full time equivalent employees are eligible to apply.
- Businesses may apply each quarter. If a business was rejected in one quarter they may improve their application and resubmit in another quarter. If the competition was so great in one quarter so that not all worthy applications could be awarded funding, they could resubmit their application in the next quarter.
- No single business would receive more than two maximum challenge grants (\$10,000 total) in the year.
- DDA Board members are eligible to apply.
- The quarters are 1st Quarter-June 1, 2011; 2nd Quarter-Sept. 1, 2011; 3rd Quarter- December 1, 2011; and 4th Quarter-February 28, 2012.
- Application deadlines would be on or about May 15, 2011; August 15, 2011; November 15, 2011; and February 15, 2012.
- Unused funds in one quarter would be rolled over in the next quarter.
- In a quarter, no applications may be awarded; two grants of \$5,000 each may be awarded; a portion of the \$10,000 may be awarded; or, a number of grants may be awarded to reach the \$10,000 in a quarter.
- Five persons evaluate the applications.
- Photos are taken of each quarter's awardees with a DDA representative and are included in the Uncork Paw Paw campaign's print and broadcast advertising to tout the support for our small business grants and the winners.
- The first quarter would be open to businesses that have developed a business plan prior to June 1, 2011 and be made on the quality of the business plan.
- The 2nd, 3rd and 4th quarter applications would be made to assist effort to achieve an aspect of their business plan.

For more information contact Larry Nielsen, Village Manager, 657-3148 or l.nielsen@pawpaw.net OR DDA Director Mary Springer at 269-657-5395 or ppccdda@btc-bci.com.

**Village of Paw Paw Downtown Development Authority
BUSINESS DEVELOPMENT GRANT APPLICATION**

Business Name & Address: _____

Business Owner Name: _____

Contact Phone Numbers: _____

Email Address: _____

[_____] **I am applying in the first (1st) quarter grants** to have my Business Plan evaluated and possible receive a grant based on its quality. Attached is a copy of my Business Plan (information is confidential and not subject to release). Of particular interest in my Business Plan and why it should be awarded a grant is _____

(You may attach up to 2 pages (typed and doubled spaced) of additional information to help evaluate your business plan.)

[_____] **I am applying in the second (2nd), third (3rd) or fourth (4th) quarter grants** to help me achieve part of my Business Plan. The section of my Business Plan that I want to achieve is attached. The reason I want to achieve this is _____

(You may attach up to 2 pages (typed and doubled spaced) of additional information to help evaluate your business plan.)

To achieve this aspect of my Business Plan, I request: \$ _____

Signature of person requesting funds: _____

**FOR MORE INFORMATION: Larry Nielsen, Village Manager, 269-657-3148; l.nielsen@pawpaw.net
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