

## LOCAL PROGRAM SUPPORT GRANT

### PROGRAM GOAL

The goal of this program is to provide an annual financial assistance program for local organizations involved in Economic Development activities and provide services that support the mission and the economic development goals of City Council.

Applicant will be considered on its ability to:

- Provide business development information to area businesses
- Create new economic development programs available to area businesses
- Assist businesses to access local Business Advisors
- Provide scholarship funding to business owners and employees for training

### FINANCING

The funding source for this program is through Lincoln City Economic Development funds. Funds are subject to availability of annual funding.

- Grants are available up to \$10,000. In certain circumstances, City Council may authorize a higher grant amount, for example, if the applicant has shown past success with previously disbursed program funds.
- Local Program Support funding for different economic development programs may be available, so long as the total amount does not exceed \$25,000 in any one year.

### ELIGIBILITY

- Eligible activities: including, but not limited to, scholarships for training courses, tuition for Small Business Management Program, technical assistance programs, networking programs.
- Ineligible activities: including, but not limited to, refinancing of existing debt, security systems, personal property, furnishings, inventory, billboards

### APPLICATION PROCESS

1. Forms are available online ([www.LincolnCity.org](http://www.LincolnCity.org)) and in the Lincoln City Economic Development Office, City Hall, 801 SW Highway 101, Room 350. Applications are available January 1 and must be submitted on or before March 1 to the Economic Development Office. Completed applications will include the information/application form including a description of how the funds are to be used. Applications may be accepted at other times throughout the year if funding is available.
2. City staff will initially determine when an application is substantially complete and meets the program objectives. Completed applications will include:
  - o Application form
  - o Total cost of project
  - o Requested grant amount
  - o Description of economic development program
  - o Estimated project completion date
3. If recommended by staff, the application will then be presented to the City Loan and Grant Committee (Committee) for tentative approval to process.

4. If the Committee recommends approval, the request is sent to City Council for final approval. In certain circumstances, City Council may authorize a higher grant amount.

#### CONDITIONS AND CONSIDERATIONS

1. City Council shall have the sole authority to approve an application to receive City Economic Development funds.
2. Funds must be used within 12 (twelve) months of City Council approval.
3. The timing and format of a completion report will be agreed on by City staff and applicant.



For more information, please contact the  
Lincoln City Economic Development Office  
at 541-996-1095