



BUSINESS DEVELOPMENT FUND GRANT APPLICATION
MAY 2025

Registered Business Name: _____

Assumed Name (DBA) If Applicable: _____

Active MN Registration File #: _____ Legal Structure: _____

Business Physical Address: _____

Business Mailing Address: _____

Business Phone: _____ Business Website: _____

Business Social Media: _____

Applicant Name: _____ Applicant Title: _____

Applicant Email: _____ Applicant Phone: _____

Applicant Address: _____

Are you or your business delinquent on Cook County Property Tax? Yes____ No____

Description of Business

Provide an overview of your business, including type of business, services or goods provided, and date started. *Attach additional narrative pages as necessary.*

Project Description

Provide a summary of the project scope and intended use of grant funding. Define the need or problem for which you seek grant funding. Explain the anticipated outcomes as a result of grant funding and the overall project. *Attach additional narrative pages as necessary.*

Project Start Date: _____ Project Completion Date: _____

Funding

For grant requests exceeding \$5,000, there is a matching requirement. The matching requirement requires the grantee to invest their own money into the project. Please complete the following table.

A) What is the total cost of your project?	
B) How much are you requesting in grant funding?	
C) If your requested grant amount requires a match, what is the dollar amount of your match requirement? If your grant request is \$5,000 or less, enter "0". If your grant request is between \$5,001 and \$10,000, enter 10% of the Item B. If your grant request is between \$10,001 and \$25,000, enter 25% of the Item B.	

How will you fund your project if Business Development Grant funds are not awarded?

Economic Impact / EDA Funding Priorities

- 1) Describe how your project supports new business creation or the expansion of an existing business.

- 2) Does your project support the retention and/or creation of jobs in Cook County?

If your project supports the retention of jobs, please complete the following fields:

Number of Current Full Time Positions: _____ Average Wage: _____

Number of Current Part Time Positions: _____ Average Wage: _____

How many current positions are year-round? _____

How many current positions are seasonal? _____

If your project supports the creation of jobs, please complete the following fields:

Number of New Full Time Positions: _____ Average Wage: _____

Number of New Part Time Positions: _____ Average Wage: _____

How many new positions are year-round? _____

How many new positions are seasonal? _____

- 3) How does your project directly or indirectly increase the local tax base?

- 4) Describe how your project aligns with the strategic initiatives of the EDA.

5) Does your project fulfill an unmet need or service in Cook County?

6) Does your project support creation of workforce housing or address unmet housing needs in Cook County?

7) Is the project feasible given the timeline and budget you've provided for implementation? What additional steps or funding must be secured to complete the project?

Community

1) Describe your connection to Cook County.

2) Please attach any letters of support or endorsement from the community.

Certifications

- I (we) understand that submitting an application in no way ensures approval of my grant funding.
- I (we) understand that incomplete applications will not be reviewed.
- I (we) understand that any work performed prior to this application and/or approval from the EDA cannot be funded by a Business Development Fund grant award, per program guidelines.
- I (we) understand that information requested in this application will be treated in accordance with the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13.

Applicant Name

Co-Applicant Name

Applicant Signature

Date

Co-Applicant Signature

Date

Submission

Before submitting a Business Development Fund Application to the Cook County/Grand Marais EDA, please review the below checklist to confirm all requirement materials are included in your application. *Incomplete applications will not be reviewed.*

- ✓ Completed Application Form with any Supplemental Materials
- ✓ Project Budget with Itemized Project Costs and All Sources of Funding
- ✓ Formal Estimates or quotes from contractors or service providers for which grant funding is requested.
- ✓ Documentation for product/equipment/material purchases can be in the form of invoices or estimates from a manufacturer or retailer, screenshots of online orders, or self-made documents with pricing, links, images, and description.
- ✓ Current Cook County Property Tax status for any projects involving the development (including renovations) or purchase of real estate
- ✓ Certificate of Good Standing from the Minnesota Secretary of State. You can download a PDF copy of your registration here:
<https://mbisportal.sos.state.mn.us/Business/Search>

Application materials can be submitted via email to director@cookcountymneda.org or mail:

Cook County EDA
PO Box 597
Grand Marais, MN 55604