**Program Goals**

The Alden Chamber of Commerce has established the Next Level Grant Program to financially assist our member businesses and non-profit groups in their efforts to take their organization to the next level. Our goal is to provide two grants to two different businesses or groups so that they may grow their business and reach a new level of success.

**Program Details**

The Alden Chamber of Commerce will fund two separate 50/50 matching grants. One grant will be funded up to $1000 (for projects totaling between $0 and $2000) and a second grant will be funded up to $2500 (for projects totaling greater than $2000). The winning applicant will match the Chamber’s contribution to the project. For example, in a project that will cost $5000 to complete, the winner will pay the first $2500 and the Chamber will cover the remainder of the cost up to $2500.

All applicants must be current Alden Chamber of Commerce member businesses or non-profit organizations that have been established at least one year.

The application process will be composed of two phases. Phase 1 will be the general application that accompanies this announcement. Once all applications have been received and reviewed by the grant committee the top five finalists will be announced. Phase 2 will require the top five finalists to submit all necessary documentation for their project including (but not limited to): cost estimates and vendor contracts, renderings or drawings detailing the work to be completed, and any necessary permits required for project completion. All winning projects need to be completed within one year of the announcement of the award winners.

The Chamber of Commerce wants applying groups to tailor their grant project ideas to best suit their business or organization. We want to help fund the next big step forward your business can take. We are open to many types of projects including improvements in technology, marketing, and training. We are looking for specific details and descriptions of the type of project the grant will be used for as well as how it will help to expand and improve your business. We are open to creative and worthwhile solutions for your organization.

**Submission Details**

Phase 1 applications are due to the Chamber office by Monday**, August 3, 2020**

The top five finalists will be announced by Monday**, August 17, 2020**

Phase 2 applications are due **Thursday, October 1, 2020**

The winners will be announced on **Thursday, Ocober 15, 2020**

**All applications should be submitted to the Alden Chamber of Commerce at**

**13500 Broadway #1 Alden, NY 14004. Please call Alyssa at 716-937-6177 or email secretary@aldenny.org**

**with any questions regarding this program.**

**Application**

**Demographics**

Business Name:

Business Address:

Phone Number:

Email Address:

Website:

Federal Employment Identification Number:

Contact Person: Title:

**Project Details**

Describe your next level project by addressing the following four points(include additional pages as needed):

1. What project would you complete using the funds provided by this grant?
2. Please describe your business and tell us how this project will improve it and help take your business to the next level.
3. How much do you anticipate this project to cost? Are you applying for the $2500 or $1000 grant?
4. Please provide an estimated timeline for completion of this project and include any relevant drawings, renderings, descriptions, or estimates.