

BIZ Support Fund Info Sheet

About this grant

This grant is intended to support member businesses who are in need of financial assistance to undertake storefront improvements, equipment upgrades, critical repairs, rebranding or marketing initiatives. It will fund **up to 100% of a project's expenses**.

Grant Amount

Maximum \$3,000 per recipient

Who is eligible?



Registered businesses



Within West Broadway BIZ zone



Listed on most recent Business Assessment Roll from the City of Winnipeg

THE PROCESS



1. Submission

You submit your application online or in person



2. Acceptance

We will contact you to let you know whether your form was filled out correctly



3. Approval

We will contact you to let you know whether you have been approved as a recipient



4. Sponsorship

We will help you pay your project expenses.



Visit our website for more program details & applications!

For help with your application, call us at 204-779-4100



BIZ Support Fund Grant Application

Hi Neighbour!

We're glad that you are applying for our BIZ Support Fund! We know that filling out grant applications can be a little tricky, so please contact us at 204-779-4100 if you have any questions or require assistance. We are happy to help!

Section 1: Grant Details

The BIZ Support Fund will reimburse 100% of eligible costs towards your project up to a maximum of \$3,000.

All plans and proposed costs must be approved before the start of the project. Work undertaken prior to grant approval will not be reimbursed.

One deserving recipient will be chosen each year.

Projects must help a struggling business become more competitive, or maintain their existing operations in the face of unexpected hardship. Examples of eligible projects include: Critical equipment upgrades or unanticipated repairs, storefront or interior improvements, safety/security investments, rebranding and marketing initiatives, among others.

The BIZ reserves the right to determine the eligibility of all projects on a case-by-case basis. Applicants must be prepared to explain why they are unable to pay for the proposed project expenses themselves.

The applicant will be responsible for planning and coordinating all aspects of the proposed project. The BIZ will assist the recipient in paying for the improvements.

All applications will be reviewed on a first come, first serve basis. Applicants will be informed of their approval by the BIZ.



BIZ Support Fund Grant Application

Section 2: Business Information

Business Name:

Business Address:

Type of Business:

Contact Person:

Mailing Address:

Phone:

Email:

Owner's Name:

Owner's Address:

Owner's Phone:

Has the property owner authorized this project?

☐

YES

☐

NO

If your project includes physical improvements to the property, such as renovations, PLEASE ATTACH a letter of authorization signed by the property owner.



IMPORTANT: We cannot approve an application for renovations without authorization from the property owner.

[illegible]



BIZ Support Fund Grant Application

Section 4: Breakdown of Costs

Total estimated cost of project: \$ _____

Grant amount requested for eligible expenses: \$ _____

Description	Amount
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____



IMPORTANT: Please attach quotes to support the proposed costs. For physical improvements or renovations, attach copies of the relevant designs.

You may be required to provide a photo of your property before and after the improvements. You will also be required to provide a brief report on the results of your project.

Do you authorize West Broadway BIZ to publish pictures & information about your project in our newsletter and/or on social media?

☐

YES

☐

NO



BIZ Support Fund Grant Application

Section 5: Application Checklist

Before submitting your application, please make sure that you have properly attached the following:

- ☐ Completed & signed application form
- ☐ Letter of authorization from property owner (if applicable)
- ☐ Quotes or estimate for planned work
- ☐ Designs, images or supporting documents (if applicable)

Section 6: Certification

It is hereby certified that the information provided in this application is to the best of my knowledge accurate.

Applicant name

Applicant signature

Date

You can email your application to director@westbroadwaybiz.com
or you can mail your application to:

West Broadway BIZ
Attn: Eric Napier Strong
748 Broadway
Winnipeg, MB
R3G 0X3