



Coös ECONOMIC DEVELOPMENT CORPORATION  
P.O. BOX 205 LANCASTER, NH 03584

## **General Information**

Periodically, Coös County may make funds available through Coös Economic Development Corporation (CEDC), a N.H. Regional Development Corporation. CEDC is then obligated to prudently disburse these funds to eligible applicants to promote economic development throughout the county.

The following application is intended to give structure and process to the disbursement of a portion of these funds.

## **Eligibility**

The CEDC Grant Fund will accept proposals from organizations located in Coös County, New Hampshire. Non-profit organizations and community groups working in the areas of economic development are encouraged to apply. Organizations recognized as tax-exempt by the IRS are eligible, including U.S. nonprofit organizations with 501(c)(3) status.

CEDC will grant up to \$2,500.00 with a 10% requester match amount.

## **Evaluation Criteria - Economic Development**

The Coös Economic Development Corporation's priorities for issuing grants includes identifying initiatives that clearly demonstrate that they strengthen the region's economic growth, provide support for entrepreneurs and small business owners, stimulate consumer spending for existing businesses, enhance public use of the region's natural resources with a related trickle-down effect on ED, as well as attract new businesses to Coös County.

## **Grant Program Vision**

"To provide stimulus for new and existing businesses, and other proactive community organizations in Coös County, to support efforts that ultimately culminate in sustainable economic development, while fostering a strong and diverse workforce, sustainable employment and a thriving business environment."

## **Key Dates**

Two distinct rounds of grant funding will take place each year. Applications for Round 1 and 2 will be due on March 15<sup>th</sup> and September 15<sup>th</sup> respectively.

## Organization/Individual Basic Information

Organization Name: \_\_\_\_\_

Employer Identification Number (EIN): \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Web Address \_\_\_\_\_

Primary Contact(s) \_\_\_\_\_

Other Contact Information \_\_\_\_\_

What is the mission or function of your business or organization?

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Date of Application: \_\_\_\_\_

Name of Project: \_\_\_\_\_

Total Project Costs: \_\_\_\_\_

Grant Amount Requested: \_\_\_\_\_ (\$2500 Maximum)

Requestor Match Amount (10%): \_\_\_\_\_

**Note 1:** Fill the above basic organization information out. Then print, scan and email with Subject "CEDC Grant Application" include with the narrative portion of the grant application found on the next page.

**Note 2:** Funds are disbursed on a reimbursement basis (provide receipts at key intervals of projects and funds will be released)

## **Grant Application Narrative Requirements**

**Please address the following (up to four pages)**

1. **Need or Opportunity:** Describe the need or opportunity for your economic initiative in the community, including back-up data as appropriate. How does this tie into CEDC's evaluation criteria for economic development and this grant program's vision? **(25 Possible Points)**
2. **Implementation Plan:** Describe the goals, objectives and activities you will implement to address the need or opportunity identified above and a timeline for your proposed work (estimate the Begin and End date of this portion of your initiative). **(20 Possible Points)**
3. **Evaluation Plan:** Describe the specific outcomes that will happen as a result of your proposed work, including the evaluation tools you will use to monitor your work. **(20 Possible Points)**
4. **Financial Plan & Project Budget:** Describe what part of the work you plan to support with grant funds, including other sources of funds applied for or already committed. Show itemized income and expenses for the proposed work **(25 Possible Points)**
5. **Sustainability:** Describe how activities will continue beyond the proposed funding period. **(10 Possible Points)**
6. **Collaborating Organizations:** If applicable, list other organizations working with you on this effort. **(Required, no points awarded)**
7. **Important Note:** When the grant application package is complete, send a single PDF file to Lise Howson at [execdirector@Coosedc.org](mailto:execdirector@Coosedc.org). If letters of support (optional) are part of your grant application, please include in your single PDF File application.
8. **These competitive grant award recommendations will be made by the CEDC Grant Committee based on those applications that achieve the highest point scoring (out of 100).**

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**Reporting Requirements:** If awarded a CEDC Grant, a report must be submitted each quarter for the first 12 months highlighting implementation progress, project impact, and actual expenditures.

## ***Financial Privacy Policy***

As an organization entrusted with sensitive information, we respect the privacy of our customers and are committed to treating customer information responsibly. The following is our Financial Privacy Policy.

### **What Information We Collect**

We may collect “nonpublic personal information” about you from the following sources:

- Information you provide us, such as on applications or other loan account forms
- Information about your transactions with us, our affiliates, or others
- Information we receive from third parties such as credit bureaus

“Nonpublic personal information” is nonpublic information about you that we obtain in connection with providing a financial product or service to you. For example, nonpublic personal information includes information regarding your loan balance and payment history.

### **What Information We Disclose**

Under Federal law, we may share information about our experiences or transactions with you or your company (such as your loan balance and payment history with us) with companies related to us by common control or ownership (“affiliates”). However, where state law may be more restrictive, we will abide by the more restrictive requirements.

In order to expedite the processing and servicing of financial products on your behalf, we may need to disclose nonpublic personal information about you to “nonaffiliated third parties: (i.e., third parties that are not members of our corporate family) in certain circumstances. However when we do, we will require them to protect the confidentiality of your information. For example, we may disclose nonpublic personal information about you to third parties such as attorneys or appraisers, if applicable; or to government entities as required by law or in response to subpoenas; and to reputable credit reporting agencies (“credit bureaus”).

If you decide to close your loan account(s) or become an inactive customer, we will continue to adhere to the privacy policies and practices described in this notice.

### **Our Security Procedures**

We will always maintain control over the confidentiality of our customer information, which includes having physical, electronic and procedural safeguards that comply with all applicable standards. We will permit only authorized employees, who are trained in the proper handling of customer information, to have access to that information in order to provide you with quality products and superior service. All our operational and data processing systems are in a secure environment that protects your account information from being accessed by third parties.