



## Downtown Shareholders of Kansas City, Kansas, Inc. Small Business Grant Program

Introduction: DTS-KCK promotes economic development, housing, wellness, cultural, and social opportunities in downtown Kansas City, KS. This grant provides the small business owner or entrepreneur the possibility of partial “gap filling” which our research indicates is greatly needed.

One qualification: you are in, or plan to locate in, our service area: 4<sup>th</sup> to 18<sup>th</sup>; Washington to Sandusky.

We encourage your questions. Contact us at 913-371-0705 or [director@downtownkck.org](mailto:director@downtownkck.org). Thank you for your interest.

Chuck Schlittler, Director,  
Downtown Shareholders, KC, KS, Inc.

### Application Package

1. Application Form
2. Business Plan

(A business plan is a document, often developed with the assistance of a lender or business development agency (i.e. an SBA organization), that outlines a description of the business, its history, goals, and size, how its owners plan to meet those goals, plans for the future, and challenges it must meet.) DTSKCK can assist with the development of this document.

3. Supporting Documents
  - a. For each grant category used, supply documentation for anticipated expenses
    - i. Predevelopment work: architectural drawings, permit fees, professional fees
    - ii. Rent Assistance: Copy of Lease/Rental Agreement (six month limit)
    - iii. Renovation: Contractor Estimates, or Cost Estimates for supplies
    - iv. Façade Repair: Contractor Estimates, or Cost Estimates for supplies
    - v. Inventory Costs: Budget plan with details
    - vi. Other Costs: Estimates and/or receipts
  - b. Financing information (loans) and/or other grants promised or received.
  - c. DTS-KCK reserves the right to request additional information

\*DTS-KCK has a written, non-discriminatory policy. A copy may be requested.



## Downtown Shareholders of Kansas City, Kansas, Inc. Small Business Grant Application

Date \_\_\_\_\_

Name of Applicant/Owner: \_\_\_\_\_

Business Name: \_\_\_\_\_

Owner Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Business Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Type of Business: Retail \_\_\_\_ Service \_\_\_\_ Office \_\_\_\_ Other \_\_\_\_

If Other, please give a brief description: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Grant Type and Amount Requested (attach supporting documentation):

Predevelopment: \_\_\_\_\_

Rent/Lease (six-month limit): \_\_\_\_\_

Renovation/Rehabilitation: \_\_\_\_\_

Façade Finish/Rehabilitation: \_\_\_\_\_

Inventory Acquisition: \_\_\_\_\_

Other: \_\_\_\_\_

Have you been awarded grants from another agency? Yes \_\_\_\_ No \_\_\_\_

If so, how much and for what purpose? \_\_\_\_\_

By signing below, and submitting documentation, the applicant agrees that all information available will be used to evaluate the application, including information gathered beyond the scope of this application.

\_\_\_\_\_

(Signature)

\_\_\_\_\_

(Print Name)

\_\_\_\_\_

(Date)

\_\_\_\_\_

For Office Use Only

Date Received: \_\_\_\_\_

Application Complete: Yes \_\_\_\_ No \_\_\_\_

Documentation Attached: Yes \_\_\_\_ No \_\_\_\_

Staff Review: \_\_\_\_\_

\_\_\_\_\_

Grant Award:	Predevelopment	\$ _____
	Rent	\$ _____
	Renovation	\$ _____
	Facade	\$ _____
	Inventory	\$ _____
	Other	\$ _____