

Rural Small Business Grant Proposal

1. Cover Page

- **Title of Proposal:** [Example: "Rural Business Expansion and Community Development"]
- **Business Name:** [Full legal name of your rural business]
- **Business Contact Information:** Address, phone, email, and website
- **Date:** Date of submission
- **Grantor's Name:** Name of the funding organization or agency

2. Executive Summary

- **Purpose of the Proposal:** Brief explanation of the purpose (e.g., expansion, equipment purchase, community development, etc.)
- **Overview of the Business:** What your rural business does, its mission, and its impact on the community
- **Amount of Grant Requested:** Total amount you're seeking from the grantor
- **Impact on the Community:** How the grant will benefit the rural community (jobs, access to services, economic growth, etc.)

3. Business Description

- **Business Overview:** Describe the industry, type of business, and years in operation.
- **Mission and Vision:** State your long-term goals and core values.
- **Location and Rural Relevance:** Highlight the rural nature of your business and its role in the local economy.

- **Products/Services:** List the products or services you offer, emphasizing how they support rural communities.
- **Impact on the Local Economy:** How does your business help the rural area (e.g., job creation, access to essential services)?

4. Problem Statement / Need for Funding

- **Problem/Need:** Describe the problem the grant will solve (e.g., limited resources, outdated equipment, lack of access to capital, etc.)
- **Impact on Community:** Demonstrate how solving this problem will benefit the rural community.
- **Why You Need Grant Funds:** Why can't the business self-fund? Highlight barriers specific to rural businesses (e.g., access to financial services, supply chain challenges, etc.).

5. Project Goals and Objectives

- **Main Goal:** Summarize the overall goal (e.g., "Expand operations to increase production capacity by 30%").
- **Specific Objectives:** Break down the goal into achievable objectives.
- **Success Indicators:** Metrics to track progress (jobs created, number of new clients, revenue increase, etc.).

6. Project Design/Implementation Plan

- **Action Plan:** Outline specific steps required to achieve the grant's purpose.
- **Timeline:** Indicate key project milestones and completion dates.
- **Key Personnel:** Who will be responsible for what? Provide names, roles, and qualifications.
- **Community Partnerships:** If applicable, mention any collaborations with local nonprofits, schools, or other rural businesses.

7. Budget and Funding Request

- **Grant Request:** Total funding amount requested.
- **Detailed Budget:** Line-by-line breakdown of how the funds will be spent (e.g., equipment, materials, wages, etc.).
- **Other Funding Sources:** List any other funding sources (e.g., loans, other grants, savings).
- **Sustainability Plan:** How will you continue operations after the grant ends?

8. Community Impact and Outcomes

- **Job Creation:** Number of jobs to be created or sustained.
- **Economic Development:** How the grant will benefit the local economy.
- **Long-Term Community Benefits:** Will this increase access to services, education, or other community benefits?

9. Risk Assessment and Mitigation

- **Potential Risks:** Identify possible challenges (weather, supply chain issues, labor shortages, etc.).
- **Mitigation Plans:** Describe backup strategies for each risk.
- **Contingency Plans:** What happens if a key supplier or partner is unavailable?

10. Appendices and Attachments

- Business licenses and certifications
- Resumes of key team members
- Letters of support from community leaders or partners
- Financial statements (profit/loss, balance sheet)
- Media coverage, awards, or other recognitions