## **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* **Problem/Need**: Describe the problem the grant will solve (e.g., limited resources, outdated equipment, lack of access to capital, etc.)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