

**Rural Business Development Grant (RBDG)
Project Proposal FY2021 – Due to Rural Development by December 11, 2020, 4:30 PM**

1. Name of prospective RBDG APPLICANT:

2. Applicant type: Nonprofit Corporation Public body Other (explain) _____

3. Name of project: _____

(Use a brief descriptive title to allow for easy identification of the project).

_____ Enterprise “Like” Project _____ Opportunity “Like” Project

4. Contact person for this project:

Contact Name: _____

Position: _____

Organization: _____

Telephone: _____

Mailing address: _____

E-mail: _____

5. Project type:

- | | | |
|---|--|--|
| <input type="checkbox"/> Business counseling | <input type="checkbox"/> Market research/development | <input type="checkbox"/> Revolving loan fund |
| <input type="checkbox"/> Business training | <input type="checkbox"/> Product improvement | |
| <input type="checkbox"/> Farmer/rancher training | <input type="checkbox"/> Workforce training | |
| <input type="checkbox"/> Professional or technical report | <input type="checkbox"/> Other (explain) _____ | |
| <input type="checkbox"/> Feasibility study | <input type="checkbox"/> Machinery & equipment | |

6. Describe the RBDG project briefly.

7. Source of funds for this RBDG project: (The \$15,000 figure in the table is an *example only* and may be changed)

Please update percentages and indicate whether the funds are currently available

EXAMPLE	Rural Business Development Grant (RBDG)			No	LOI Submitted
Federal					_____
Federal					_____
Non-Federal					_____
Non-Federal					_____
Non-Federal					_____
Non-Federal					_____
	Total Project				

Rural Development • Vermont/New Hampshire State Office
87 State Street, Suite 324 • P O Box 249 • Montpelier, VT 05601
Voice (802) 828-6002 • Fax (855) 794-3680

USDA is an equal opportunity provider, employer, and lender.

To file a complaint of discrimination, write: USDA, Office of the Assistant Secretary for Civil Rights, 1400 Independence Ave., S.W., Washington, DC 20250-9410 or call (866) 632-9992 (Toll-free Customer Service). Persons with disabilities who require alternative means of communication should contact the USDA's TARGET Center at (202) 720-2600 or the USDA through the Federal Relay Services at (800) 877-8339.

8. Explain exactly what the project funds (and especially the RBDG funds) will be used towards:
(A budget is not required; just state generally how the money will be used).

9. Identify the specific “small” business (s) that will **benefit** from the RBDG project (if known – cannot be applicant)

(A “small” business is one with <\$1 million in gross annual profit and <50 employees).

Name of small business that will benefit	Location of small business	Will this business provide a letter affirming that this project will save and/or create jobs at their firm?	# Employees now	# Employees created after project completion
_____	_____		_____	_____
_____	_____		_____	_____
_____	_____		_____	_____
_____	_____		_____	_____

Service Area for Project: _____

10. Is this project specifically cited in the community’s economic development plan? Yes No
What is this plan document’s title and date? _____

11. Number of years of experience that the prospective **applicant** has in administering and/or delivering similar types of projects: _____ years

12. Explain why this project represents a particularly noteworthy opportunity.
(In no more than a paragraph, explain why this proposal deserves to be selected over others.)

13. How many new jobs do you expect this project to create? _____ **Jobs**

Explanation: _____

Vermont Applicants

Please e-mail this RBDG “Letter of Intent” to Susan.Poland@usda.gov. Include “RBDG Letter of Intent” in your subject line. You may also choose to submit a paper copy. If so, send to:

USDA Rural Development, Attn: Susan Poland, Business Programs Specialist - 87 State Street, Suite 324 – PO Box 249 – Montpelier, VT 05601

New Hampshire Applicants

Please e-mail this RBDG “Letter of Intent” to Heather.Gronlund@usda.gov. Include “RBDG Letter of Intent” in your subject line. You may also choose to submit a paper copy. If so, send to:

USDA Rural Development, Attn: Heather, Gronlund, Business Programs Specialist – 10 Ferry Street, Suite 218 – Concord, NH 03301

