

Burwell Revolving Loan Fund Application Review Process

Applicant Submits Full Application to Burwell Economic Development Office

Initial Review

Economic Development Director reviews submitted application to insure all required documents are included.

Burwell Revolving Loan Fund Committee

If all required documents are submitted the Burwell Revolving Loan Fund Committee will receive and review the application. Upon completion of review the committee will make a recommendation to the Burwell Economic Development Board.

Burwell Economic Development Board of Directors

If the project is recommended to the Burwell Economic Development board for approval the board will review the request for funding. Upon completion of the review the board will make a recommendation to the Burwell City Council.

Applicant

If the project is not recommended on to the next stage of the Application Review Process the application process ends. However, the applicant may work with the Economic Development Director to submit another application after necessary changes and/or improvements have been made.

Burwell City Council

If the project is recommended to the Burwell City Council for approval the council will review the request for funding. Upon completion of the review the council will make the final recommendation for funding.