

Gallatin County Chamber



Small Business/ Organization Development Grant Application

Purpose

The Gallatin County Chamber of Commerce Small Business Development Grant Fund is established to support the growth, retention, and long-term sustainability of small businesses operating within Gallatin County, Kentucky. The grant is intended to encourage local investment, strengthen the county's economic base, and assist entrepreneurs in making strategic improvements to their businesses.

Grant Award

The Gallatin County Chamber of Commerce will award one (1) grant in the amount of \$1,000 annually to an eligible small business applicant. Funding availability is subject to Chamber approval and annual budget considerations.

Eligibility Requirements

To be eligible for consideration, applicants must meet the following criteria:

1. The business must be physically located in Gallatin County, Kentucky.
2. Chamber membership is not required at the time of application; however, the selected recipient **MUST** become an active member of the Gallatin County Chamber of Commerce prior to the disbursement of grant funds.
3. Grant recipients **MUST** maintain active Chamber membership for a minimum of two (2) years following receipt of the award.
4. Recipients of the grant will **NOT** be eligible to reapply for the grant for a period of three (3) years.

Preference may be given to applicants that demonstrate measurable economic impact, job retention or creation, community benefit, or long-term sustainability within Gallatin County.

Allowable Use of Funds

Grant funds may be used for one-time business investments that contribute to growth or operational improvement, including but not limited to:

- Enhancements or modifications to physical business space
- Equipment, tools, or technology purchases
- Improvements to online sales platforms, websites, or digital marketing infrastructure
- Expansion of business capacity or operational efficiency
- Training resources or tools that directly support employees

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Prohibited Use of Funds

Grant funds may not be used for ongoing or recurring operating expenses, including but not limited to:

- Rent or mortgage payments
- Utilities
- Payroll or employee wages
- Debt repayment
- Taxes or licensing fees

Application and Selection Process

Applications will be reviewed by a committee designated by the Gallatin County Chamber of Commerce. All applications will be evaluated based on eligibility, proposed use of funds, potential economic or community impact, and overall feasibility. The Chamber reserves the right to request additional information during the review process.

Award and Announcement

The grant recipient will be announced at the Gallatin County Chamber of Commerce Annual Dinner held in December.

Compliance and Reporting

The recipient may be required to provide documentation demonstrating appropriate use of grant funds. Failure to comply with grant requirements or misuse of funds may result in repayment obligations and/or ineligibility for future Chamber programs.

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Applicant Information

Business Name: _____

Business Physical Address:

Street: _____

City: _____ State: **KY** Zip Code: _____

Mailing Address (if different):

Street: _____

City: _____ State: _____ Zip Code: _____

Business Phone: _____

Email Address: _____

Primary Contact Name & Title: _____

Business Website and/or Social Media (if applicable): _____

Business Details

Type of Business (breif description): _____

Year Business Established: _____

Chamber Membership

- I am currently a member of the Gallatin County Chamber of Commerce
- I am not currently a member but understand that membership is required prior to receipt of grant funds if selected

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Grant Request Information

Amount Requested: \$1,000.00 (fixed award)

Describe how the grant funds will be used (Please be specific and align with allowable uses outlined in the grant policy):

How will this investment benefit your business?

How will this project positively impact Gallatin County (economic impact, job retention/creation, community benefit, etc.)?

Optional Supporting Information (attach if available)

- Photos of business or proposed project
- Cost estimates or vendor quotes
- Business plan or project summary
- Marketing materials or website screenshots

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Business Standing & Compliance

Please initial each statement to confirm

_____ The business is physically located in Gallatin County, Kentucky.

_____ Grant funds will not be used for ongoing operating expenses (rent, utilities, payroll, debt repayment, etc.).

_____ I understand that misuse of funds may result in repayment and/or disqualification from future programs.

_____ I agree to maintain active Chamber membership for a minimum of two (2) years if awarded the grant.

Certification & Signature

I certify that the information provided in this application is accurate and complete to the best of my knowledge. I understand that submission of this application does not guarantee funding.

Applicant Name (Printed): _____

Signature: _____

Date: _____

Submission Information

All completed applications must be submitted to the Gallatin County Chamber of Commerce by **October 15th, 2026**. Please be aware that late or incomplete submissions may not be considered. If you have any questions, feel free to reach out to us at gallatincochamber@gmail.com.

Please send your completed applications to the following address:

**Gallatin County Chamber of Commerce
PO Box 646
Warsaw, KY 41095**