

# 2017 Racine County Matching Grant Program

**“Thank you for your investment in Racine County. Your business is important to Racine County and I want to personally thank you for it. Every year, since 2004 the Racine County Board of Supervisors have expressed their commitment to growing Racine County businesses by capitalizing this matching grant program. Thank you for your commitment to grow the economy of Racine County.”**

*Jonathan Delagrave, Racine County Executive*



**I. Matching Grant Eligibility**

A. Basic Eligibility. Please complete the following questions:		
	Yes	No
1. Are you a for-profit Racine County company?		
2. Have you been in business for more than 2 continuous years (from the time of your first sale)?		
3. Do you have less than 200 employees at your Racine County location?		
4. Do you have less than \$25 million in gross annual US sales?		
5. Are you currently working with one of the following Racine County organizations: a. RCEDC. Approved for or repaying an RCEDC loan? b. RCEDC. Approved for or engaged in an incentive agreement? c. Gateway Technical College. Actively applying for training? d. RAMAC. Actively applying for training? e. WWBIC. Approved for or repaying a loan? f. WWBIC. Actively enrolled in WWBIC classes/training? g. SBDC. Actively applying for training? h. Independent Consultant. About to engage a consultant to assist you with training or marketing? i. Considering the RCEDC CEO Round Table? j. Considering the RCEDC/RAMAC Living as a Leader Program? Please identify the party that you are currently working with at any of the above organizations: _____		
6. Are you current with your Racine County Real Estate Taxes?		
7. Are you current with all financial obligations with Racine County, Wisconsin, or any other local unit of government, and have no outstanding fines, penalties, taxes or other financial obligations owed to these entities?		

*If you have answered affirmatively above, please proceed.*

Eligible Applicants. Please complete the following questions:		
	Yes	No
1. Are you a Racine County manufacturer with NAICS code of 31, 32 or 33?		
2. Is your business ownership comprised of 51% or more by a racial or ethnic minority? (defined by section 16.287 Wisconsin Statutes and Chapter Adm 84 Wisconsin Administrative Code- see attached)		
3. Is your business ownership comprised of 51% or more by a woman?		
4. Are you a manufacturing company that was recruited by RCEDC who has begun its Racine County operations with a sales office or distribution facility with the intent to establish a manufacturing operation in Racine County within a defined period of time?		

If you have answered affirmatively above, please proceed.

Eligible Use of Grant Funds. Please complete the following questions:		
	Yes	No
A. Have you identified eligible costs to grow your business, such as consultant costs for training or marketing?		

If you have answered affirmatively above, please complete the balance of the grant application.

**II. Company Information**

A. Company Name:
B. NAICS Code:
C. Employer Identification Number (also complete attached IRS W-9):
D. Company Address:
E. Name and Title of Contact Person:
F. Contact Person Telephone Number:
G. Contact Person Email:
H. Number of Employees:
I. Annual Gross US Sales:
J. Who referred you to this program?
K. Describe the consultant services for training or marketing below:

L. Provide itemized consultant costs, including a total and amount being requested from the matching grant program below:

M. Describe the expected results for your company after receiving the consultant services below:

## Applicant Responsibility

<p>1. <u>Timing</u> – A complete grant application must be submitted and approved prior to the engagement of a consultant where reimbursement from this grant will be sought. RCEDC Loan Committee reviews the grant applications weekly.</p>
<p>2. <u>No Adverse Findings</u> – The applicant and operating company must not have any derogatory findings on Wisconsin Circuit Court Access or the Wisconsin Department of Financial Institutions.</p>
<p>3. <u>Grant Limitations</u> – The applicant understands that no more than 50% of the total eligible consultant costs, for training or marketing, or \$2,500 whichever is less can be reimbursed. Specifically if the total, eligible consultant costs equal \$5,000, no more than \$2,500 will be reimbursed. If the total, eligible consultant costs equal \$4,000, no more than \$2,000 (or 50% of \$4,000) will be reimbursed. This is a non-renewable grant.</p>
<p>4. <u>Annual Grant Application Deadline</u> – Complete applications with all required materials must be submitted by November 30, 2017.</p>
<p>5. <u>Invoices and Payment Record Deadline</u> – Applicants must submit all invoices and payment records within 90 days of approval of the grant application or by January 25, 2017 whichever is sooner, or the remaining grant funds will be forfeited.</p>
<p>6. <u>Grant Reimbursement</u> – The approved applicant must submit detailed invoice copies and proof of payment (i.e., cancelled checks, credit card statements or the like). Additional information may be requested to verify the credentials of the consultant. The applicant is limited to two reimbursement requests for the award. If the full grant is not reimbursed with the two requests the balance of the award will be forfeited.</p>
<p>7. <u>One Year After Reimbursement</u> – The approved grant recipient must agree to submit a memorandum on company letter head that identifies the number employees at your company at the time of the grant approval and the number of employees at your company one year later. Racine County capitalizes this grant program to ensure the retention of employees as well as to encourage the creation of new employment positions. The memorandum will also include a summary of the results of the project that corresponds to the specific outcomes identified in the project grant application.</p> <p>Failure to submit this memorandum will disqualify the applicant from any future MGP Awards. In addition, Racine County reserves the right to demand repayment of the grant award for failure to complete the required memorandum.</p>

## Grant Signature Page

In signing this application on behalf of the requesting business, I hereby certify:

1. That all information is complete and correct;
2. That the business is a Racine County for-profit company;
3. That the business has been in operations for more than 2 continuous years (from the time of your first sale);
4. That the business has less than 200 employees at its Racine County location;
5. That the business has less than \$25 million in gross annual US sales;
6. That the business is working with one of the following organizations: RCEDC, Gateway Technical College, RAMAC, WWBIC, SBDC or an independent consultant as described on the first page of this application document which can included the RCEDC CEO Roundtable or RCEDC/RAMAC Living as a Leader program;
7. That the business and owners are current with Racine County Real Estate Taxes and have no derogatory findings on Wisconsin Circuit Court Access or the Wisconsin Department of Financial Institutions;
8. That the business certifies that they have no outstanding fines, penalties, taxes, or delinquent financial obligations whatsoever with the County of Racine, Wisconsin, agency, entity or any other local unit of government;
9. That the business agrees, one year after the grant is provide, to provide a memorandum, on company letter head, the number of jobs at the time of the grant application and the number of jobs one year after the grant was received and outlining the impact of the grant program on the business;
10. That the information provided may be subject to open records under Wisconsin law, although not all information in them may be subject to disclosure. I recognize that, with respect to any funds granted, the following information, at a minimum, will be treated as subject to disclosure to a person making a request under Wisconsin public records law: the amount of the grant, name and address of party to whom the grant was granted, the purpose of the grant, and names of any other parties involved in the grant;
11. That all grants are approved based on the RCEDC Loan Committee discretion; and

**DEADLINE:** The Application must be received by **November 30, 2017.**

Signature	Name and Title	Date
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**Send all application information and IRS W-9 to:**

Racine County Economic Development Corporation  
ATTN: Carolyn Engel, Business Finance Manager  
2320 Renaissance Boulevard, Sturtevant, WI 53177  
Email: [Carolyn@BLP504.org](mailto:Carolyn@BLP504.org)

**WI Administrative Code- Chapter Adm 84.02**

**American Indian** - a person who is enrolled as a member of a federally recognized American Indian tribe or band or who possesses documentation of at least one-fourth American Indian ancestry or documentation of tribal recognition as an American Indian.

**Asian-Indian** - a person with ancestry originating in India, Pakistan or Bangladesh.

**Asian-Pacific origin**- a person with ancestry originating in Japan, China, Taiwan, Korea, Vietnam, Laos, Cambodia, the Philippines, Samoa, Guam, the U.S. Trust Territories of the Pacific or the Northern Marianas.

**Black** - a person with ancestry originating in any of the black racial groups of Africa.

**Eskimo/Aleut** - a person with ancestry in any of the original peoples of Alaska, Northern Canada, Greenland and Eastern Siberia.

**Hispanic** - a person with ancestry originating in Mexico, Puerto Rico, Cuba, Central America or South America or whose culture or origin is Spanish.

**Native Hawaiian** - a person with ancestry in the original peoples of Hawaii.