



City of South Milwaukee
Application for Bucyrus
New Business Grant

Application #

Date Received

Applicant/Business Owner Information	
Business Address	
Business Legal Name	DBA
Applicant Name	
Applicant Residence Mailing Address	City/State/Zip
Email	Phone #
Check All that Apply: <input type="checkbox"/> New business <input type="checkbox"/> Expanding business <input type="checkbox"/> Businesses 2 nd or more location	
EIN/Federal ID or Social Security #	
Property Owner Information	
Legal Name	Persons Name
Mailing Address (If PO Box, must also include real property address)	City/State/Zip
Email	Phone #
Applicant Signature	
I acknowledge that I have reviewed the New Business Grant Program and agree to follow those requirements. I understand that failure to comply with program requirements may result in grant rescindment.	
Applicant Print Name	Date
Applicant Signature	

Submit application to: elang@smwi.org Subject labeled <i>New Business Grant Application</i>	OFFICE USE ONLY
Or Provide to: City of South Milwaukee Attn: Economic Development 2424 15 th Avenue South Milwaukee, WI 53172	

Bucyrus New Business Grant Eligibility and Submissions Requirements

Eligibility

- ☐ Space is located on Milwaukee Avenue, between the 800 and 1300 blocks
- ☐ Space is a first-floor storefront space, >500 SqFt. If expanding the business into an adjacent vacant commercial space, the new space shall also be > 500 SqFt.
- ☐ Business must be open to the public at least 25 hours per week.
- ☐ Space has been vacant for a period of at least 60 days.

Submit

- ☐ Completed Bucyrus New Business Grant application
- ☐ Business Plan typed with the following categories addressed
 - a. Summary: A brief overview of your businesses mission, vision, and goals, generally describing what you are offering
 - b. Organization and Management: Who will manage the business, how many staff do you plan to open with, and hours of operation.
 - c. Market Analysis: Provide information about market trends, including your target market, who your competition is, and potential customers.
 - d. Products and Services: A detailed description of what you're selling, services, including their features, benefits, and unique selling points. Are you also selling online?
 - e. Marketing and Sales Strategy: How will people find out about your business? Provide a plan for promoting and selling your businesses' products or services, including pricing, distribution, and advertising. Can people purchase online or order online and pick up at your business?
 - f. Financial Projections: How will you make enough money to operate? Provide a detailed financial plan that includes revenue and expense projections.
- ☐ Completed city-provided Planned Expense Form, summarizing estimated expenses.
- ☐ Signed Property Owner Acknowledgement Form
- ☐ Copy of State issued Identification document or valid State Driver's License
- ☐ Business Occupancy Permit application completed and paid for, with floor plan.
- ☐ A commercial lease is signed and a copy provided, that is not less than a 12-month lease and does not contain early termination language prior to the first year.

Post Grant Approval

- ☐ Sign grant agreement with city
- ☐ Grant distributed in \$1000 monthly increments
- ☐ A financial report is due before the fourth monthly installment. The city provides a template summary form, included with required documentation. A final report is due within 6 months of business opening.