

PROJECT REQUIREMENTS

Contact details:

Name

Address

Telephone Number

E-mail address

My Business is: (Please explain in some detail)

I need a Grant to help pay for some or all of the following items:

Must Have are items you will need within the next 12 months.

Nice to Have are items it would be nice to have within the next 3 years

Dreamlist are those items you dream of owning if money was no object or those items you expect you will need within the next 5 years.

My ideal location for the business is:

I am prepared to relocate to obtain substantially larger grants. Yes/No

<i>Project Requirements</i>	<i>Item</i>	<i>Within 12 Months</i>	<i>Within 1-3 Years</i>	<i>Within 5 Years</i>	<i>Total Cost</i>
<i>Facilities</i>	Land Purchase				

	Building Purchase				
	Initial Rent				
	Deposits (Security, Utilities)				
	Improvements				
	Other				
	Other				
<i>Equipment</i>	Furniture				
	Production Machines/Equipment				
	Computers/Software				
	Cash Registers				
	Telephones/ Telecommunications				
	Vehicles				
	Other				
	Other				
<i>Materials/Supplies</i>	Office Supplies				
	Stationery				
	Brochures/Leaflets				
	Other				
	Other				
<i>Fees and Other Costs</i>	Licenses/Permits				
	Trade or Professional Memberships				
	Lawyers				
	Accountants				
	Insurance				
	Marketing Consultants				
	Management Consultants				
	Design/Technical Consultants				
	Advertising				
	Promotional Activities				
	Logistics/ Warehousing costs				
<i>Staff</i>	Directors				
	Management				
	Administrative/Support				
	Sales/Marketing				

	Operations/Production				
	Other				
	Other				