

# Big Horn Tourism Breakthrough Project

## Business Mini-Grant Program

### Big Horn Tourism Business Beautification Mini-Grant Program Application

#### I. **Eligibility**

- a. Identify all of the Big Horn County communities the business is located (please mark all that apply):
- Hardin
  - Crow Agency
  - Lodge Grass
  - Fort Smith
  - Busby
  - Other: \_\_\_\_\_
- b. Identify the type of physical storefront your business currently operates as of the application date:
- Brick-and-mortar retail store
  - Restaurant or café
  - Service/office location (e.g., professional services, consulting)
  - Market stall, kiosk, or booth
  - Studio or workshop open to the public
  - Home-based business with physical storefront
  - Other: \_\_\_\_\_
- c. Is your business currently registered and in good standing with the Montana Secretary of State?
- Yes Please email certification to [bighorntourism@gmail.com](mailto:bighorntourism@gmail.com)
  - No
- d. Select your organizations type:
- For-profit
  - Non-profit
  - Other



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### II. Organization Applicant Information

Please provide the following details for the lead applicant. The applicant is the primary business or organization applying for this funding opportunity. If selected, the applicant will enter into a contract with the City of Hardin and will be the direct recipient of program funding.

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ORGANIZATION NAME

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APPLICANT FIRST NAME

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APPLICANT LAST NAME

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APPLICANT TITLE

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PHONE NUMBER

---

EMAIL ADDRESS

---

PHYSICAL - STREET ADDRESS

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CITY

---

STATE

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COUNTY

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MAILING – STREET ADDRESS

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CITY

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STATE

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COUNTY

### III. Project Overview

- a. Provide a concise Vision Statement for this project

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- b. Within one to five sentences, provide a brief summary of what the funding will be used for.

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- b. Explain how receiving and effectively utilizing BHBTP funds will help diversify or strengthen your business's economic portfolio.

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- c. Describe how the business will assess the seasonal and year-round impacts to the business as a direct result of the BHBTP funds.

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- d. Describe how the business will assess the direct impact on job creation as a direct result of the BHBTP funds.

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**V. Design & Planning**

- a. Physical Address of Building being Improved:

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- b. Do you own the building?

Yes

No Please email [bighorntourism@gmail.com](mailto:bighorntourism@gmail.com) with documentation stating you have permission to make facade improvements.



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### VI. **Budget**

- a. DOWNLOAD and review BHBTP Budget Form, [Attachment A](#).  
Submit the COMPLETED BHTBP Budget Form and submit to [bighorntourism@gmail.com](mailto:bighorntourism@gmail.com)
- b. Please provide quotes for all items requested (e.g., signs, benches, paint, lighting, flowers) - email to [bighorntourism@gmail.com](mailto:bighorntourism@gmail.com)

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- c. Are there matching funds or contributions from your organization, partners, or government entities? If so, describe.

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- d. Amount of Funds Requested \*A max of \$3,000 between both available grants.

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### VII. Additional Documentation

Please provide additional documentation (requested above) to [bighorntourism@gmail.com](mailto:bighorntourism@gmail.com).

Please be advised, communication regarding the Mini-Grants may come from

[bighorntourism@gmail.com](mailto:bighorntourism@gmail.com) or [aedwards@hardinmt.com](mailto:aedwards@hardinmt.com).

Below is a list of items, this is not an exclusive list.

- Secretary of State Certification
- Documentation stating you have permission to make facade improvements, if building/property is not owned
- Quotes for all items requested (e.g., signs, benches, paint, lighting, flowers)
- BHBTP Budget Form, [Attachment A](#).



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## VIII. Certification

I understand that this grant is reimbursement-based and subject to approval. I certify that the information provided is accurate and complete, and I agree to comply with program requirements.

Application Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



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# Big Horn Tourism Breakthrough Project Business Mini-Grant Program Budget Template

A maximum of \$3,000 in total grant funding is available across both Mini-Grants within the BHTBP Business Mini-Grant Program. You are required to submit a completed budget form for each grant upon being awarded. Refer to PCTGP Guidelines for eligible and ineligible uses of funds.

	EXPENSE LINE ITEM BELOW:	BHTBP MINI-GRANT FUNDS REQUESTED	OTHER FUNDING SOURCES	TOTAL
1	Line item narrative for BHTBP funds:			\$0.00
2	Line item narrative for BHTBP funds:			\$0.00
3	Line item narrative for BHTBP funds:			\$0.00
4	Line item narrative for BHTBP funds:			\$0.00
5	Line item narrative for BHTBP funds:			\$0.00
6	Line item narrative for BHTBP funds:			\$0.00