



Business Grant Scholarship Application

The Willoughby Western Lake County Chamber of Commerce awards four business grant scholarships per quarter in the amount of \$500.00 each. The guidelines are:

- Business must be a member of the of the Willoughby Western Lake County Chamber of Commerce.
- The max award per business per quarter is \$500.
- Applications must be submitted upon completion of the training/course and in no case later than:
 - Q1 training – May 31
 - Q2 training – August 31
 - Q3 training – November 30
 - Q4 training – February 28

Please print your answers legibly.	
Applicant Name:	Business Name:
Business Information	
Street:	City:
State:	Zip Code:
Business Contact Name:	Business Phone Number:
Business Email Address:	
Purpose of Program/Course (Check One)	
<input type="checkbox"/> Workforce/job training, education, leadership development <input type="checkbox"/> Accredited education institution that provides graded courses benefitting employee and employer <input type="checkbox"/> Continuing education courses that provide credit to maintain professional licenses/certifications benefitting employee and employer <input type="checkbox"/> Non-credit and credit courses that are aimed at improving specific skills or employee’s potential for advancement benefitting employee and employer	
Program/Course Name:	Program/Course Cost:
Write a summary on how this program/course will benefit both you and your employer:	

Email or Mail completed application, proof of program/course completion, and payment receipt to:

dwolfe@wwlcchamber.com

or

WWLCC c/o WDF&E Program
 28 Public Square
 Willoughby, OH 44094.

It is important to submit the required paperwork according to the dates above. Should there be more than four qualifying applications per quarter, reimbursements will be made on a “first come/first served paperwork submission” basis. If a grant qualifies for reimbursement but is submitted to the office after the quarter’s allotment, that grant application will be denied. It will be the employer’s responsibility to re-submit that application in the following quarter should it still be eligible. An application that requests more than \$500 in any one quarter will be granted only the cap of \$500 which shall complete and satisfy that specific application. Grants will be awarded based solely on the information provided in the application.