



2023 INFORMATION & APPLICATION PACKET

stevensonmainstreet.org

2023 Micro-Grant Program Information Packet

INTRODUCTION

The Biz-Collaboration Micro-Grant Program is offered to downtown businesses who are collaborating on an event or promotion that brings people to Downtown Stevenson during the shoulder season. The program is administered by the Stevenson Downtown Association, a local non-profit Main Street organization whose mission is to promote and revitalize Downtown Stevenson and enrich our local heritage.

PURPOSE

To promote creative ways for businesses to collaborate, create excitement and draw attention to their businesses and downtown. It is also a fun way for businesses to get to know one another and receive monetary and promotional support from the downtown association.

GRANT AMOUNT & REIMBURSEMENT

The Stevenson Downtown Association may award up to \$250 per participating business when matched by the participating businesses in the project.

As a reimbursement grant, the Stevenson Downtown Association will reimburse monies for the Biz-Collaboration project in full within 30 days of receiving the grant report form, along with eligible receipts as proof.

PROGRAM FUNDING

Our grant program is funded, in part, by local businesses taking part in the Main Street Tax Credit Incentive Program (MSTCIP). Through the WA DOR, businesses can contribute a portion of their WA state B&O tax to the Stevenson Downtown Association and receive a tax credit in the amount of 75% of their contribution the following calendar year. More information is available at stevensonmainstreet.org/taxcredit.

ELIGIBILITY & APPLICATION PROCESS

A. Who is eligible?

- Owner(s) of a downtown business when 2 or more businesses collaborate on an event or promotion downtown:
 - Each participating business in a project is eligible for up to a \$250 grant when they match the investment.
 - Project costs including advertising, staff costs, food & miscellaneous expenses for conducting the event or promotion.
 - Example: Businesses A & B put on an \$800 project together:
 - Business A pays \$200 for extra staffing. SDA would provide a \$100 grant.
 - Business B pays \$600 for advertising. SDA would provide a \$250 grant.
- Businesses must be located within the Stevenson Downtown Association “Main Street Program” Area (see attached map).

B. What type of project is eligible?

- Any new event, activity or promotion when 2 or more businesses collaborate together that brings people downtown during the shoulder season.

C. When will grants be available?

- The application process will be open for as long as funding is available each year.

D. What are the limitations?

- Maximum grant per business is \$250.
- Business must match the investment of the granted amount.
- 2 or more businesses must participate
- Shoulder season projects only, within the months of October – April.

E. What is the 2023 grant cycle?

- The current application period closes October 15, 2023.
- Projects in this cycle must take place between October 1 – December 15, 2023.
- Approved businesses must submit a full reimbursement report by November 30, 2023.
- One payment, in full up to \$250, shall be paid to the grantee within 30 days of receiving a grant report with approved project receipts.

G. What is the application process?

1. Submit grant application ONLINE, in person at our office at 167 2nd Street (inside Chamber office), or by mail to Stevenson Downtown Association, PO Box 1037, Stevenson WA 98648.
2. The Stevenson Downtown Association Promotion Committee will review applications and will approve or deny them.
3. All applicant(s) will be notified by email when approved or denied.
4. Deviation from an approved project may disqualify the applicant from the grant program. Changes must be approved by the downtown association in order for funding.
5. Projects in this grant cycle must be completed and grant reimbursement reports submitted in full by November 30, 2023.
6. One grant payment, in full up to \$250, shall be paid to the business within 30 days of downtown association receiving a grant report with approved receipts.

H. Program Administration

The Stevenson Downtown Association Promotion Committee is responsible for overseeing the review of all applications and is responsible for administration of the Biz-Collaboration Micro-Grant Program with the support of the Executive Director. The Stevenson Downtown Association Board budgets all Main Street programs on an annual basis and has final authority for the disbursement of funds.

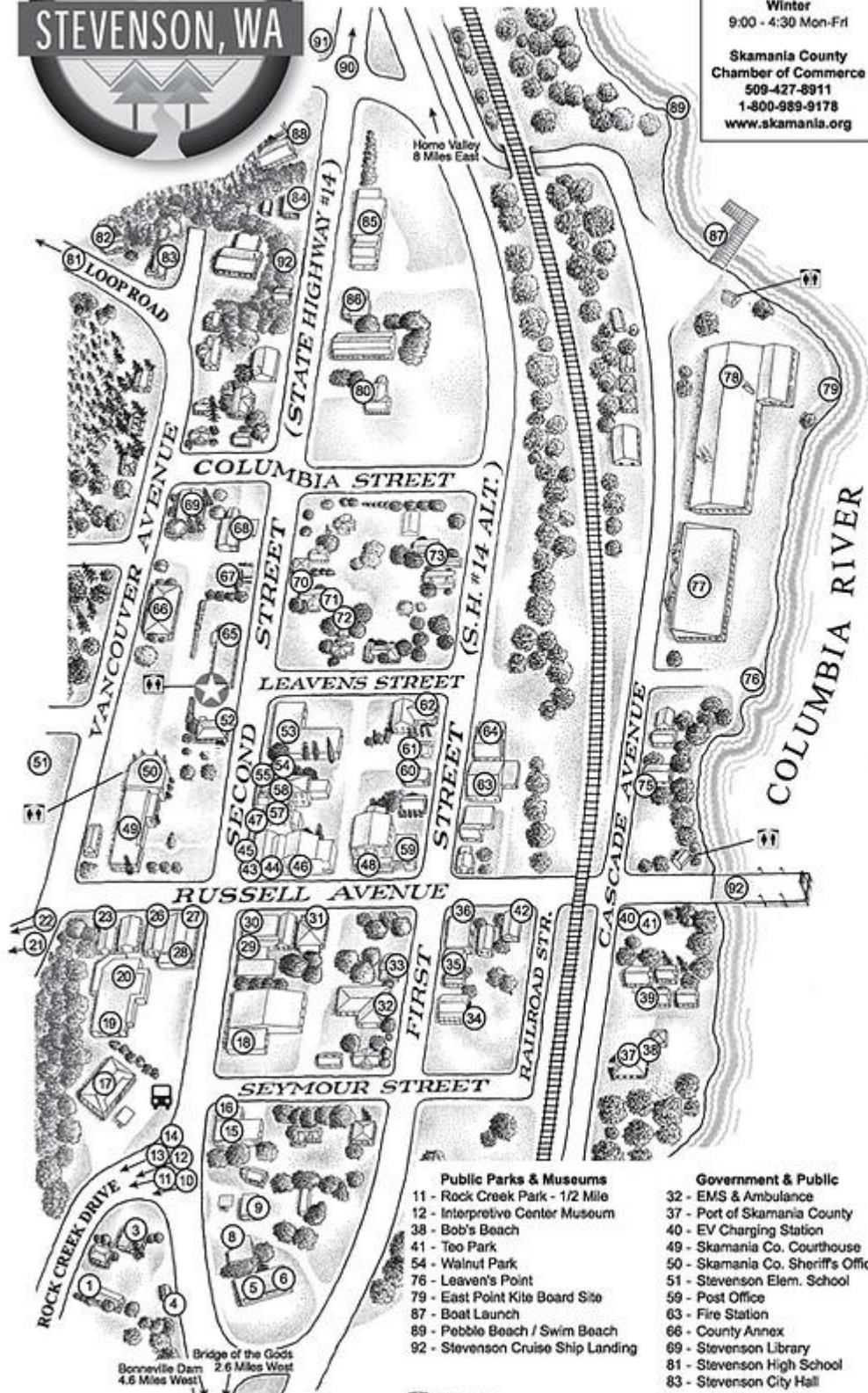
Need more information or resources?

- Contact director@stevensonmainstreet.org.
- Visit the Stevenson Downtown Association website to fill out or download applicable forms at stevensonmainstreet.org/biz-collaboration



Make Tracks
TO WASHINGTON'S SIDE OF THE GORGE
WWW.CITYOFSTEVENSON.COM

★ Visitor Center
Summer
9:00 - 4:30 Mon-Fri
10:00 - 3:00 Sat-Sun
Winter
9:00 - 4:30 Mon-Fri
Skamania County Chamber of Commerce
509-427-8911
1-800-989-9178
www.skamania.org



- Restaurants and Bars**
 - 4 - Gotta Hava Java
 - 13 - Skamania Lodge - 1.3 Miles - ATM
 - 15 - Andrew's Pizza
 - 17 - Main Street Deli - ATM
 - 20 - A & J Select Market & Deli - ATM
 - 26 - La Casa De Sabor
 - 29 - Red Bluff Tap House
 - 34 - Walking Man Brew Pub
 - 35 - Wild Columbia Salmon
 - 42 - The Crossing
 - 45 - Subway
 - 52 - El Rio Texicantina
 - 55 - Big River Grill
 - 58 - Granny's Godunk
 - 68 - Bigfoot Coffee Roasters
 - 68 - Tacos Pepé
 - 73 - Big T's Grill
 - 75 - Clark and Lewie's Travelers Rest Saloon and Grill
 - 77 - Skunk Brothers Spirits
 - 78 - Jester & Judge Cider Company
 - 91 - The Cabin Drive-Thru
- Lodging**
 - 13 - Skamania Lodge-1.3 Miles - ATM
 - 31 - Hotel Setavenson
 - 39 - Columbia Gorge Riverside Lodge
 - 68 - Rodeway Inn
 - 90 - Resort at Skamania Coves- 1.5 Miles
 - 92 - Art Bliss Hotel
- Shopping**
 - 5 - Moon River Home and Living
 - 9 - Bits N' Spurs
 - 13 - Skamania Lodge-1.3 Miles - ATM
 - 17 - Main Street Conv. Store & Gas - ATM
 - 18 - Wind River Pharmacy
 - 20 - A & J Select Market - ATM
 - 30 - Bloomsbury
 - 30 - Out on a Limb
 - 44 - Gorge Thrift Store
 - 46 - North Bank Books
 - 53 - NAPA Auto Parts
 - 84 - Cannabis Corner
 - 85 - Columbia Hardware
 - 86 - 10 NW
- Art Galleries**
 - 36 - Hawk Merlin Studios
 - 67 - Riverhouse III Gallery
- Barbers & Beauticians**
 - 70 - The Man Cave
 - 92 - Beauty by Meagan
- Banks**
 - 28 - Riverview Community Bank - ATM
 - 61 - iQ Credit Union - ATM
 - 65 - Umpqua Bank - ATM
- Florists**
 - 30 - Bloomsbury
- Realtors**
 - 6 - Columbia River Realty
 - 43 - Windmere
- Miscellaneous**
 - 1 - AQC Builders
 - 3 - Sam's Auto Body & Auto Sales
 - 14 - Food Bank
 - 16 - Quality Care Counseling
 - 17 - Main Street Chevron
 - 19 - East Wind Laundromat
 - 23 - Farmer's Insurance
 - 26 - Skamania County Title
 - 27 - Advanced Chiropractic and Massage Clinic
 - 31 - Massage Therapists
 - 33 - Arrowhead Accounting
 - 47 - H & R Block
 - 48 - Pioneer Publishing
 - 57 - Painted Lady Tattoo
 - 60 - Top Gear Driving School
 - 64 - Eagles Lodge
 - 68 - Bigfoot Chevron
 - 70 - Van Pelt Construction
 - 71 - Stevenson Family Eye Care
 - 72 - Skamania Chiropractic and Rehab
 - 77 - Skamania Acupuncture Clinic
 - 80 - Stevenson Dental Care
 - 82 - Stevenson Veterinary Clinic

- Public Parks & Museums**
 - 11 - Rock Creek Park - 1/2 Mile
 - 12 - Interpretive Center Museum
 - 38 - Bob's Beach
 - 41 - Teo Park
 - 54 - Walnut Park
 - 76 - Leaven's Point
 - 79 - East Point Kite Board Site
 - 87 - Boat Launch
 - 89 - Pebble Beach / Swim Beach
 - 92 - Stevenson Cruise Ship Landing
- Government & Public**
 - 32 - EMS & Ambulance
 - 37 - Port of Skamania County
 - 40 - EV Charging Station
 - 49 - Skamania Co. Courthouse
 - 50 - Skamania Co. Sheriff's Office
 - 51 - Stevenson Elem. School
 - 59 - Post Office
 - 63 - Fire Station
 - 66 - County Annex
 - 69 - Stevenson Library
 - 81 - Stevenson High School
 - 83 - Stevenson City Hall

Restrooms
 Bus Stops

Bridge of the Gods
Bonneville Dam
4.6 Miles West

Homo Valley
8 Miles East

Stevenson Downtown Association

Biz-Collaboration Micro-Grant Application

PROJECT NAME		
GRANT FUNDS REQUEST	\$	<i>MAX. \$250 PER BUSINESS & REQUIRES A MATCH BY EACH BUSINESS SEEKING FUNDING</i>
COLLABORATION DESCRIPTION		
Event ADDRESS		

PRIMARY APPLICANT	<input type="checkbox"/> BUSINESS OWNER	
NAME:		DAY PH.
MAILING ADDRESS:		
E-MAIL:		CELL PH.

APPLICANT	<input type="checkbox"/> BUSINESS OWNER	
NAME:		DAY PH.
MAILING ADDRESS:		
E-MAIL:		CELL PH.

APPLICANT	<input type="checkbox"/> BUSINESS OWNER	
NAME:		DAY PH.
MAILING ADDRESS:		
E-MAIL:		CELL PH.

APPLICANT	<input type="checkbox"/> BUSINESS OWNER	
NAME:		DAY PH.
MAILING ADDRESS:		
E-MAIL:		CELL PH.

COLLABORATION INFO			
EVENT OR PROMOTION START DATE		COMPLETION OR END OF PROMOTION DATE	
ADDITIONAL DETAILS:			
ESTIMATED COSTS:			
	ADVERTISING:	\$	
	ADD'L STAFF COSTS:	\$	
	OTHER COSTS:	\$	
	OTHER COSTS:	\$	
	OTHER COSTS:	\$	
	TOTAL ESTIMATED PROJECT COSTS=	\$	
	GRANT AMOUNT REQUESTED:	\$	

I certify that the above information is correct to the best of my knowledge and that the requested grant funds will be used only for purposes described in this application. I understand it is my responsibility to obtain all necessary permits and to make sure my project meets all state and local laws and codes. I certify that I will not change the proposed project description if awarded a grant, unless there is written approval from the Stevenson Downtown Association.

Printed Name of Primary Applicant: _____

Signature of Primary Applicant: _____

Date: _____