

QUESTIONS TO ASK BEFORE SEEKING GRANTS

Am I grant ready?

Before you begin, compile information and documents. Refer to the "Grant Readiness Checklist" on the SC Grants webpage.

Is my organization eligible?

Read the grant eligibility description. If you are not eligible, consider partnering with another organization that is.

Does our proposed project/program fit?

Make sure your project aligns with the funding agency's priorities.

Do we have the internal resources?

Check if there is a matching requirement, and consider if you have staff capacity to administer the grant.

Is the grant the right size?

Examine the funding history and consider if the grant is worth the resources expended.

Can we make the deadline?

Some grants have a very quick turn-around time. Make sure you have the time and resources to develop your program without burn out.

Do we have a good chance of winning?

Learn about what organizations have been funded in the past, and get a sense of how your project compares.

Sullivan County Grants Administration Department

100 NORTH STREET
MONTICELLO, NY 12701
845-807-0468

<https://sullivanny.us/Departments/grants>



HELP FOR YOUR SMALL BUSINESS





Business Startup Checklist

1. Select a Name and Legal Structure
2. Write a Business Plan
3. Obtain your Federal Employer Identification Number (FEIN)
4. Open the Company Bank Account
5. Lease Office, Warehouse or Retail Space (if not home-based)
6. Obtain Licenses and Permits (Federal and State)
7. Hire Employees (if applicable)
8. Set up an Accounting and Record-Keeping System
9. Obtain Business Insurance
10. Systemize and Organize
11. Develop a Business Identity
12. Get the Word Out (Marketing)

LOCAL BUSINESS DEVELOPMENT RESOURCES

The Sullivan County Partnership for Economic Development

- *Technical/marketing assistance, loans, business plan review*
- www.scpartnership.com
- 845-794-1110

NYS Small Business Development (SBD) Center/Mid-Hudson Office

- *Business planning, development, funding, education*
- www.nysbdc.org
- 845-802-9150

Sullivan County Industrial Development Agency (IDA)

- *Loan programs, tax incentives, targeted agricultural assistance*
- www.sullivanida.com
- 845-428-7575

Sullivan County Chamber of Commerce

- *Assistance, networking, promotion of member businesses*
- www.catskills.com
- 845-791-4200

Cornell Cooperative Extension of Sullivan County

- *Resources, farm/food business training, marketing education*
- www.sullivancee.org
- 845-292-6180

SCORE (Service Corps of Retired Executives)

- *Mentoring, education, resources*
- www.score.org/orange
- 845-237-2476

Catskill Mountainkeeper

- *Networking, promotion of smart, sustainable development*
- www.catskillmountainkeeper.org
- 845-693-5110

AGENCIES OUTSIDE OF SULLIVAN COUNTY

NY FarmNet

- *Financial analysis, business planning, consulting, resources*
- www.nyfarmnet.org
- 800-547-3276

Hudson Valley Agribusiness Development Corporation

- *Agriculture development support, loan/grant funding information*
- www.hvadc.org
- 518-432-5360

Empire State Development Mid-Hudson Regional Office

- *Business planning, financial and technical assistance, loans, grants, tax credit information*
- www.esd.ny.gov/MidHudson.html
- 845-567-4882

