



# Business Education Grant Application

Employee Name: \_\_\_\_\_

Employee Address: \_\_\_\_\_

Employee Phone #: \_\_\_\_\_ Applicant Signature: \_\_\_\_\_

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EMPLOYER NAME: \_\_\_\_\_

EMPLOYER ADDRESS: \_\_\_\_\_

EMPLOYER PHONE #: \_\_\_\_\_ EMPLOYER SIGNATURE: \_\_\_\_\_

.....

Course Code: \_\_\_\_\_ Title: \_\_\_\_\_

Date: Begins \_\_\_\_\_ Ends \_\_\_\_\_ Meets: \_\_\_\_\_

Fee (Application Amount), \$ \_\_\_\_\_ Paid by: \_\_\_\_\_

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• NewAllen Alliance, Inc. Approval Date \_\_\_\_\_ by \_\_\_\_\_

• Date of Reimbursement: \_\_\_\_\_ by Check # \_\_\_\_\_

**NOTE:**

- ▶ Grant is available for any business or employee operating in the seven represented communities.
- ▶ Applicant will complete form and give to a NewAllen Alliance Community Representative for review and processing.
- ▶ Applicant or Employer will pay for the course. Reimbursement will be issued upon verification of successful course completion by NewAllen's receipt of a copy of the 'Certificate of Completion'.
- ▶ Maximum Grant amount per person, per year will be \$500.00
- ▶ Grant requests will be approved on a first come, first served basis, on NewAllen-approved business courses.
- ▶ Any funds provided by Allen County Commissioners is limited to employee requests of businesses located in unincorporated areas of Allen County.
- ▶ Form should be submitted to any NewAllen Alliance community representatives.

Courses qualifying for this Grant are offered by IPFW and Ivy Tech, in conjunction with the Small Business Development Center and can be located at: <https://learn.ipfw.edu/dcs/> and Ivy Tech at: [www.ivytech.edu](http://www.ivytech.edu)