

**MAIN STREET IMPROVEMENT MATCHING GRANT**

**October 1, 2025, DUE by November 3, 2025**

**Matching Grant will be from $2,500 to $10,000.00**

**THIS IS A POST PERFORMANCE GRANT**

**SUBJECT TO CHANGE**

Duchesne County, small Main Street Improvement Matching Grant is an effort to assist businesses through the challenging season we are experiencing which includes supply chain problems and inflation. Our Duchesne County small and very small businesses are critical to the success of our Basin’s economy.  The funds originate from Utah Rural County Grant Program originally titled Senate Bill 95. These funds were designated by the Utah Legislature and administered by the Governors' Office of Economic Opportunity. The Duchesne County Economic Opportunity Advisory Board has determined that these grants are to be used to assist our small businesses in securing equipment, repairs, front of building improvements, or other items that will help them to serve the public and improve their businesses. Grants will not be given for operating capital, staffing, or purchasing inventory. The purchase of Motorized Vehicles is not allowed, motorized equipment is considered on a case-by-case basis. Due to the high demand for this grant, the County must LIMIT ONE GRANT PER PERSON/ PER BUSINESS with a few exceptions for businesses that did not receive a substantial amount the first time they applied. Home-based businesses do not qualify. Businesses Do Not necessarily have to be located on Main Street or Highway 40 but must be located in Duchesne County. Qualifying expenses must be receipted after July 1, 2025 and before June 1, 2026.

**Grant Eligibility Requirements** (ALL must apply):

1. Entity must be a registered business in Duchesne County AND have a current business license.
2. Entity must be a For-Profit business in good standing.
3. Business must be current on their county taxes.
4. Business must have been in business for at least two years or have purchased a building and are running the business. Investment properties/right of way investments/vending machines/landlord investments **do not** qualify.
5. Businesses must be willing and capable of providing a cash match equivalent to the amount that they are requesting.
6. Business must operate with less than 25 employees.
7. Business must not be a publicly traded company. Exception given for a franchise owner with a business that is locally owned.

**The following guidelines will help you be successful if you are asked to come in person or participate by zoom to further discuss your project.**

1. The application, follow up and all other negotiations will need to be with decision makers such as owners or

 managers.

2. The object of an additional meeting is to simply define the idea or concept by explaining the project.

3. Priority will be given for projects that create the most economical value for Duchesne County.

4. Businesses must be in Duchesne County and Business owners that reside in Duchesne County will be

 prioritized.

5. Reasonable changes may be requested, or additional information may be required. Please be flexible.

6. A second interview or applications may be requested.

7. Incomplete or misleading applications will not be considered. All decisions will be final.

**Grant Request:** $2,500 to $10,000

**Grant Submission Deadline:**  November 3, 2025, BY 4 P.M

Grants will be accepted through November 3, 2025, or until funds are allocated. Program may end without notice. Program will end when funds are depleted.

Applicants must submit a W-9 form as part of this application. The grant award is likely taxable and reported as income by the awarding entity.

Applications can be submitted to Deborah Herron by email (preferred), dherron@duchesne.utah.gov, or hand delivered to the Duchesne County Economic Development Office, 130 S Center St, Duchesne, Utah 84021, (opposite end of the Irene Hansen Building from the Library). If you need any assistance or help in understanding this matching grant, please call Deborah at (435) 650-2416. MAKE SURE YOU PRINT CLEARLY YOUR CONTACT INFORMATION. IF YOU DO NOT RECEIVE A CONFIRMATION EMAIL OR PHONE CALL, WE DIDN'T RECEIVE IT.

Applications will be reviewed by qualified representatives of the area. Grant awards will be from $2,500 to $10,000 based on your application and the grant funds available at the time your application is received. Also, it is understood by submitting this application that you are capable and willing to match the amount you are requesting with an equal cash match.

\*\*Grant payment will be post performance.\*\* For example, if you want to paint the outside of your building you would apply and receive approval for your project. Once approved, you will complete your project, submit proof of completion with documentation and an invoice made out to Duchesne County, and deliver to Deborah Herron by email, dherron@duchesne.utah.gov, or hand delivered to the Duchesne County Economic Development Office, 130 S Center St, Duchesne, Utah 84021. Invoices should be submitted before May 15, 2026. Payment will be issued from Duchesne County within 30 days of receiving the invoice.

Anticipated Schedule:

Funding decisions could take up to 30 working days after being submitted. Project MUST be able to be completed before May 15, 2026.

The grant application will be reviewed by the ADMINISTRATIVE TEAM, and then forwarded to the Duchesne County Economic Opportunity Advisory Board with consultation from a Business Consultant(s). Final approval would come from the legislative body. Each project/application will be evaluated on its own merit and while this is not a first-come first-serve grant opportunity the money will be depleted as worthy projects are approved and completed.

\*\*The grant award amount and recipient Business name are subject to public record laws. Those projects who are approved will be notified by phone and email.

**If you have questions, contact:** Duchesne County Economic Director, Deborah Herron, dherron@duchesne.utah.gov, (435)650-2416, PO Box 270, Duchesne UT 84021.

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| County Logo Kings Peak_1.jpg**DUCHESNE COUNTY MATCHING grant** |
| **APPLICATION – Matching Grant 2026    October 1, 2025     Due by:  November 3, 2025, 4 pm** |
| Duchesne County, small Main Street Improvement Matching Grant is an effort to assist businesses through the challenging season we are experiencing which includes supply chain problems and inflation. Our Main Street establishments are critical to the success of our Basin’s economy.  The funds originate from the Senate Bill 95 funds and is one of the economic goals we as a committee have set to help our small businesses. Home-based businesses do not qualify. Businesses Do Not necessarily have to be located on Main Street or Highway 40. ALL BLANKS MUST BE COMPLETELY FILLED OUTI request a total of $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in grant funding to cover business costs for improvements for our established business. (Between $2,500 and $10,000).The following documentation must accompany this application:1. A **current business license** and **W-9** form for applying entity MUST BE SUBMITTED WITH APPLICATION.

**ENTITY INFORMATION** |
| Owner Operators Name |
| Business Legal Name: |
| Business Trade Name (DBA): |
| Business Address: |
| City: | State: | ZIP: |
|  |
| Mailing Address (If different): |
| City: | State: | ZIP: |
| EIN / SSN: |
|  |
| **PRINCIPAL CONTACT INFORMATION** |
| First Name: | Last Name: |
| Title: | Email: |
| Work Phone: | Mobile: |
| I own a registered business in Duchesne County: Check the jurisdiction where you have a current business license.* + \_\_\_\_\_\_\_\_Duchesne County
	+ \_\_\_\_\_\_\_\_Duchesne City
	+ \_\_\_\_\_\_\_\_Roosevelt City
	+ \_\_\_\_\_\_\_\_Myton
	+ \_\_\_\_\_\_\_\_Tabiona
	+ \_\_\_\_\_\_\_\_Altamont
1. Circle or check each that applies to you and your business.
* \_\_\_\_\_\_\_ I am the property owner where my business is located.
* \_\_\_\_\_\_\_ I am current on my property taxes.
* \_\_\_\_\_\_\_ I lease or rent my establishment but must be responsible for all improvements.
* \_\_\_\_\_\_\_ I am a property owner in the Duchesne County Area.
* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
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1. I operate a small business with the following number of employees in Duchesne County:

As of July 1, 2024:\_\_\_\_\_\_ full-time employees (including owner)\_\_\_\_\_\_ part-time employeesAs of July 1, 2025:\_\_\_\_\_\_ full-time employees (including owner)\_\_\_\_\_\_ part-time employees1. Date Business Established:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please give a detailed description and the reason you are requesting funds. Will your business be expanding or hiring additional staff? How will this project help you to increase sales? How does this project help you to achieve a business goal? Please make sure your description answers who, what, when, where, and why. Vague, or incomplete applications will not be considered. One or two years of income tax returns may be required to validate the existence of your business. WRITE CLEARLY AND CAREFULLY\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
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of the Grant Agreement by Business Owner**I authorize the Duchesne County Economic Opportunity Office or its designee to verify the information provided in this application and the accompanying documentation of my business expenses and income. I agree that an audit may be performed to verify the information and representations set forth herein. Some restrictions apply. All decisions of the Grant Administration are final.I have read and agree to be bound by the Utah Rural County Grant Program and the Duchesne County Economic Opportunity Office including providing a cash match and getting the grant funds post performance. I affirm that the documentation provided is correct. I have read and understand the eligibility requirements for accepting this Matching Grant. I am authorized to submit this application and accept this grant on behalf of the business named in this application. Funds provided through this agreement and application are considered government financial assistance. If audit findings determine that any funds were obtained or expended by the recipient in violation of this program or application, I agree to make full repayment of those funds.Knowingly and willfully providing false information for the purpose of obtaining these public funds is a violation of law and could subject you to fines, imprisonment, or both.I declare under criminal penalty under the law of Utah that the foregoing is true and correct. Signed on the \_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_.I have included the following documentation:* W-9 form for submitting entity
* Current Business License
 |
| Signature of applicant: |
| Name: | Title: |

This is to be filled out by the Grant Committee:

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| --- |
| Approval of Grant Award |
| Entity: |
| Grant award amount: |
| Name: | Title: |
| Signature: | Date: |