SYCAMORE CHAMPIONS FOUNDATION

Emergency Relief Fund Grant Application

The Emergency Relief Fund was created to help small businesses in our community recover after unexpected disasters. This grant is intended to assist in disaster recovery when an incident is not covered by insurance, a business is under-insured, or the cost of damages is less than the insurance deductible. Grants of up to $1,000 are awarded to local businesses or organizations that have experienced damage—due to vandalism, burglary, fire, wind, flooding, etc.—and need assistance covering the cost of repairs or insurance deductibles.

Criteria & Application Process

To apply for Emergency Relief Fund support, businesses must meet the following criteria:

- The business must be located in Sycamore.
- Must be a Sycamore Chamber of Commerce Member.
- The incident must have affected the business due to an external cause and not as a result of the business's own actions.

The Sycamore Champions Foundation will review each application within 10 business days and notify the business of the funding decision promptly. At the Foundation's discretion, payment may be issued directly to the company performing the repair services or to the affected business if repairs have already been paid. A business may receive full or partial funding based on assessed need and the availability of resources.

Business Name: _____

Representative Name: _____

Phone: _____ **Email:** _____

Address of Incident: _____

Insurance Claim #: _____ **Police Report #:** _____

Insurance Company Contact (Name/Phone/Email): _____

_____

Please describe the type of damage that your business has incurred:

_____

_____

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_____

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_____

Supporting Documentation

Applicants are encouraged to provide:

- Insurance claim number and/or police report if applicable.
- Detailed description of the incident and list of items damaged, stolen, or lost.
- Quote for repairs and/or replacement.

Certification

I certify that the information provided in this application is true and complete to the best of my knowledge. I understand that incomplete applications may not be considered.

Signature: _____ **Date:** _____

Submit completed applications to:

Sycamore Champions Foundation
519 W State Street
Sycamore, IL 60178

Or email director@sycamorechampions.org