



SARATOGA COUNTY
DEPARTMENT OF PLANNING AND ECONOMIC DEVELOPMENT

2023 Economic Development Grant Program

Background: The Saratoga County Board of Supervisors has allocated \$7,100 in grant funds per municipality to assist with economic development objectives. Grant funds are awarded directly to the municipality upon completion of the proposed project.

Eligible Applicants: All Saratoga County municipalities may apply for this grant program.

Eligible Costs: Grant funds may be used for costs associated with the planning, design, or construction of projects that further economic development within the municipality. The maximum amount of award for a single proposal is \$7,100.

Match Requirements: The grant program provides a reimbursement of the applicant's contribution to the project costs up to \$7,100.

Post Award: The funds must be spent by the municipality and then Saratoga County will issue a reimbursement when the request for funds is made. The Saratoga County Department of Planning and Economic Development is requesting the following documentation be provided when disbursement of the grant funding is sought by the municipality:

1. Reimbursement Request Form
2. Copies of invoices/receipts
3. Copies of cancelled checks

Once all the above-mentioned materials are provided, the request will be presented to the Economic Development Committee for reimbursement. Once the committee approves the reimbursement, a completed voucher will be sent to you for signature.

No grant monies shall be released without sufficient evidence of expenditures by the awardee.

Application must be received by September 15, 2023.

Please submit application via email to jkemper@saratogacountyny.gov or mail to:

Jason Kemper, Director
Saratoga County Department of Planning and Economic Development
50 West High Street
Ballston Spa, New York 12020
518.884.4705



SARATOGA COUNTY
DEPARTMENT OF PLANNING AND ECONOMIC DEVELOPMENT

2023 Economic Development Fund Application Form

Date _____

Applicant Information

Town/City _____

Address _____

Contact person (if other than Supervisor) _____

Contact Email: _____

Grant Information

Project Name _____

Amount of grant request (\$7,100 or less) _____

How funds will be used _____

Estimated project start date _____ Estimated project completion _____

How does the project align with the economic development objectives in your community?

What are the project deliverables?

How will you measure results (ex: new jobs or investment)?

Signature of Town/City Supervisor: _____

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