



# Understanding of Guidelines Agreement

**Directions:** Read each point, then initial that you have read. At the end, please print your name and provide signature indicating that you understand these guidelines and choose to apply and, if selected, participate in Startup Martinsville-Henry County, Virginia.

- I understand that attendance in all 8 sessions for Startup MHC is mandatory to be eligible for the awards; and I have read the Attendance Policy, which states:  

Participants are expected to attend all 8 class sessions. The only excused absences that can be made up include documented sickness and immediate family emergency or death and work-related activity. Participants with an excused absence must meet with the instructor to make up any missed work before the next scheduled class. Participants with an unexcused absence will be ineligible to compete for grant funds at Pitch Night. Even with an excused absence, failure to meet with the instructor and/or to make up missed work before the next scheduled class also may result in participants' ineligibility to compete for grant funds at Pitch Night. \_\_\_\_\_  
Initial
- I understand that attendance in all 4 sessions for Grow MHC is mandatory to be eligible for the awards; and I have read the Attendance Policy, which states:  

Participants are expected to attend all 4 class sessions. The only excused absences that can be made up include documented sickness and immediate family emergency or death and work-related activity. Participants with an excused absence must meet with the instructor to make up any missed work before the next scheduled class. Participants with an unexcused absence will be ineligible to compete for grant funds at Pitch Night. Even with an excused absence, failure to meet with the instructor and/or to make up missed work before the next scheduled class also may result in participants' ineligibility to compete for grant funds at Pitch Night. \_\_\_\_\_
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- To be eligible for the awards, I must (1) complete and submit a business plan prior to Pitch Night on April 30, 2019, (2) participate in Pitch Night, (3) open business in Martinsville or Henry County, Virginia by September 30, 2019, and (4) expend grant award funds by December 30, 2019. \_\_\_\_\_  
Initial
- I confirm that my business is not a unit of government or nonprofit. \_\_\_\_\_  
Initial
- To help C-PEG meet funder's required funding guidelines, I understand that award winners will be required to provide written progress reports and document business expansion through a signed performance agreement for a period of

three years following the opening of my business. \_\_\_\_\_

Initial

- In an effort to assist the Selection Committee with evaluating my ability to obtain potential business credit including the lease or purchase of a facility, supplies or inventory, I understand that I am required to provide my numerical credit score in my business plan. \_\_\_\_\_

Initial

- I have read and understand all of the **Award Guidelines**.

Generally, legitimate business expenses that assist in starting or expanding business are appropriate uses of award money. This may include, for example:

- Purchase of equipment, property (real estate), supplies, tools, or vehicle (if necessary for the business or integral part of the business plan);
- Rent and utilities for the location in which the business will begin;
- Website and/or brand development; and
- Marketing materials and marketing expenses.

These funds should not be used for salaries/wages, general overhead expenses, or included in general funds for the business. Use of the award money should be used for needs identified in the business plan. \_\_\_\_\_

Initial

I \_\_\_\_\_ understand these guidelines and choose to participate in Startup or Grow

(Printed name)

**Martinsville-Henry County, Virginia.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date