Tips for a Successful Grant Application:

▪**START EARLY**. Don't wait until the last minute to complete the application.
▪**PROOFREAD** your application.
▪**FOLLOW THE DIRECTIONS** in the written statement of grant use. Pay close attention to content when writing your statement.
▪**DON'T PROCRASTINATE**. Applications are accepted on a rolling basis, meaning they are considered as they are submitted.

Online Application Process

To apply, visit aim.applyists.net/naseg and create an account. You may complete the online application in any order you prefer. Data is automatically saved as you move from one page to the next. You may exit at any time and return to make changes or complete the process until the last day of the month in which you submit your completed application. You must click the 'Submit' button on the Terms and Conditions page for your application to be accepted.

You will be asked to provide the information listed below:

NASE Membership Number	Business Address
Date of NASE Membership	Business Phone Number
First and Last Name	Business Website URL
Mailing Address	Start date of current business
Telephone Number	Type of Tax Entity
Cell/Alternate Phone Number	Name and address of all people with ownership interest
Permanent E-mail Address	Number of Employees
Date of Birth (mm/dd/yyyy)	Current Resume
Gender (for statistical purposes only)	Business Plan
Business Name	Amount of grant requested

A written statement of grant use, including, in detail, the amount of grant requested, why it is needed for the business, what its use will be and in what way the money will benefit the business.

Verification of current business status: Either one (1) item from List A *or* three (3) items from List B

List A	**List B**
Business Tax Return	Business Letter Head or Business Card
(Schedule C for sole proprietorship)	Valid Sales Tax Permit
(Form 1120 for Corporation)	Business newspaper/telephone advertisement
(Form 1120S for S Corporation)	Business Web Address (URL)
(Form 1065 for Partnership)	Voided check on business bank account
OR	Articles of Incorporation/Organization
Current Financial Statements	Assumed Name or DBA Certificate
(Profit and Loss Statement AND	
Balance Sheet for Business)	

Choose one of the following methods to submit your packet:

- Upload: Select the Attachments tab of your online application (aim.applyists.net/naseg) and follow the instructions
- Fax your materials to 615-627-9697. If faxing, put the bar-coded cover page printed from the online application first. Do not include your own fax cover sheet.
- Mail your materials with the bar-coded cover page printed from the online application to:
  NASE Growth Grants
  c/o ISTS
  P.O. Box 23737
  Nashville, Tennessee 37202-3737

You may check the status of your application by logging into your account. Please allow 2-3 weeks for your application to be processed and your status updated.