

## **What is the Small Business Advantage Grant Program?**

The Small Business Advantage Grant program is a grant for small businesses to implement pollution prevention or energy efficiency improvements to their processes or services. Small Business Advantage provides 50 percent matching grants, up to a maximum of \$7,500, to enable a Pennsylvania small business to adopt or acquire energy efficient or pollution prevention equipment or processes. The department will begin accepting applications for this program on July 1, 2004.

## **What is Pollution Prevention and Energy Efficiency (P2E2)?**

Pollution Prevention (P2) means source reduction and other practices that reduce or eliminate the creation of pollutants through increased efficiency in the use of raw materials, energy, water or other natural resources.

Energy Efficiency (E2) means using energy—including electricity, oil, coal and natural gas more wisely. E2 practices lower operating costs and contribute to your bottom line, without affecting productivity or safety.

## **Who Is Eligible?**

All Pennsylvania small businesses are eligible for the Small Business Advantage Grant. An eligible applicant must be a for-profit business enterprise that is a corporation, limited liability company, partnership, sole proprietorship or other legal business entity that has no more than 100 full-time or full-time equivalent employees and is a separate legal business entity at the time of submission of the application.

## **What Types Of Projects Are Eligible?**

Program financing is available to eligible small businesses that install energy efficient or pollution prevention equipment or adopt processes that reduce energy consumption, reduce or reuse raw materials on-site or reduce the production of waste. Projects must be related to the process or to the service provided by the applicant's facility.

Preference will be given to projects that were developed through a pollution prevention or energy efficiency audit performed by a professional consultant, the department's Pollution Prevention staff, PENNTAP, Small Business Development Centers or through the Department's Site Assessment Grant Program.

## **What Types of Projects Are Ineligible**

- Equipment and processes that focus solely on pollution control, such as scrubbers, dust collectors or filters;
- Equipment or processes that have already been installed or used before department approval of the grant;
- Routine maintenance or repair of existing equipment or processes; and
- Labor costs of the applicant's own employees, even if such costs are incurred in the acquisition and installation of the project.

## **Project Implementation Section**

In order to receive a grant, a company is required to sign a grant agreement with the Department. The Department is not obligated to reimburse eligible project costs until a grant agreement is signed by the company and the Commonwealth. However, the Department may, at its discretion, reimburse costs incurred from the date of the grant application through the date the grant agreement is fully executed.

## Project Reporting

Grant recipients must submit a completion report with the project invoices and a follow-up report twelve (12) months after the project completion date. The completed report must detail the environmental benefits and financial costs and savings of the project. The follow-up report is used to enable the department to assess the program's effectiveness.

## How Can I Obtain An Application Package?

The application package consists of the Advantage Guidelines, an application form, instructions and a one-year follow-up report. The package can be obtained by downloading the application package from the internet at DEP's website or by contacting DEP's Office of Energy and Technology Development at 717-783-8411.

To download the application from the internet, go to [www.dep.state.pa.us](http://www.dep.state.pa.us)  
Keyword: "SBAdvantage". The application package is available in pdf and Word formats.

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## The Small Business Advantage Grant Program



## Promoting Pollution Prevention, Resource Conservation and Energy Efficiency in Pennsylvania Small Businesses

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