



has identified the project cost breakdown in his application. Here is the breakdown of the project costs:

Digital file conversion:	\$3,265
Scanners:	\$ 400
Exterior signage:	\$ 852
Paper Shredder:	\$ 111.12
Printer units:	\$ 466.26
POS credit card:	\$ 329
Digital testing programs:	\$1,662.73
Phone system:	\$ 360.14
Lap top computers:	\$ 559.58
Compliance Program:	\$2,250
<b>Total Project</b>	<b>\$10,355.83</b>

The EDA Loan Sub-Committee met on February 13 to review the submitted application. The minutes of the meeting are attached. Committee members have made the following recommendation to the EDA Board:

“The EDA Loan Sub-Committee recommends granting Northfield Physical Therapy \$5,000 for the purpose of EDA assistance with business expansion efforts.”

**Options:**

The EDA Board has the following options:

- 1) Approve the recommendation of the EDA Loan Sub-Committee to fully fund the Micro-Grant application of \$5,000.
- 2) Decline the recommendation of the EDA Loan Sub-Committee and provide an alternative amount.
- 3) Decline to approve the Micro-Grant application.

**Recommendation:**

Staff recommends approval of an EDA Micro-Grant in the amount of \$5,000 to JB Dudley for expansion of Northfield Physical Therapy.