

SMALL BUSINESS

Emergency Assistance Grant Program

Speakers

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A Collaborative Event Between:





**Fort Bend County COVID-19
Small Business Emergency Assistance
Grant Program**

Fort Bend County - Local Government Advisory Team

Fort Bend County COVID-19 Small Business Emergency Assistance Grant Program

PROGRAM CRITERIA AND ELIGIBILITY

- Funded by The CARES ACT, the Fort Bend County COVID-19 Small Business Emergency Assistance Grant Program provides grants up to **\$10,000** to as many small businesses as possible.
- Designed to help the most vulnerable businesses remain in operation and re-open successfully.
- Not all expenses are covered but provides immediate financial needs.

Application

Window Opens on:
Monday, June, 15th
8:00am

Application

Window Closes on:
Based on Funds
Availability

Application available:

<https://www.fortbendcountytexas.gov/>

Questions:

Auditor.Covid@FortBendCountyTX.gov

Fort Bend County COVID-19 Small Business Emergency Assistance Grant Program

PROGRAM CRITERIA AND ELIGIBILITY

- The Small Business Grant Program is open for the first two weeks (**June 15th - June 26th**) exclusively for applicants who applied but were either denied or were not able to receive funding due to program funds no longer being available from the SBA's PPP, EIDL or EIDG programs.
- On **June 27th** all eligible small business applicants may apply.
- Applications will be on a **first come-first serve basis**.
- Applications should be completed by an **authorized signer** (i.e. Owner, President, or similar level executive) of your company.

Fort Bend County COVID-19 Small Business Emergency Assistance Grant Program

SMALL BUSINESS ELIGIBILITY:

- Principal office must be located in Fort Bend County.
- 2019 Annual business revenue a minimum of \$100,000 and did not exceed \$2,000,000.
- Must have at least 1 employee (W2) and no more than 20 FTEs (W2 and 1099) employees.
- Must be a for-profit businesses in good standing with the State of Texas, Fort Bend County and the local municipal (city).
- The business must have been substantially impacted by COVID-19 and operational as of February 15, 2020 and has not permanently closed.
 - ✓ March 2019 – May 2019 Revenue vs March 2020 – May 2020 Revenue

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ELIGIBLE CARES ACT ACTIVITIES

- Grants are available to businesses for the following eligible CARES ACT activities:
 - Personal Protective Equipment (PPE)
 - Re-opening supplies, equipment & renovations
 - Inventory
 - Utilities
 - Remote working expenses (tele-work requirements)
 - Leases / Rents
 - Mortgage Assistance
- Expenses incurred as of April 3, 2020 (Stay at Home Order) are eligible and that have not been reimbursed through any other loan or grant program.

Fort Bend County COVID-19 Small Business Emergency Assistance Grant Program

DOCUMENTATION NECESSARY TO APPLY:

➤ PERSONAL/OWNER INFORMATION

- Your Name
- Business Name
- DBA (if Applicable)
- Address
- Phone
- Website
- Email address
- Primary Business Address
 - Tax ID Number (TIN)
 - If multiple locations, each should have a separate TIN
 - Chose the primary location first with the most employees and revenues

Fort Bend County COVID-19 Small Business Emergency Assistance Grant Program

DOCUMENTATION NECESSARY TO APPLY:

➤ BUSINESS INFORMATION

- Year Established
- Entity Type
 - Sole Proprietorship
 - Limited Liability Corporation (LLC)
 - Single Member LLC (SMLLC)
 - Partnership
 - C Corporation
 - S Corporation
 - Other
- Number of Employees (as of March 31, 2020)
 - W2 (Full-time); W2 (part-time); 1099

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DOCUMENTATION NECESSARY TO APPLY:

➤ BUSINESS INFORMATION

- Classifications (check all that apply)
 - Minority Owned
 - Woman Owned
 - Disabled Owned
 - Veteran Owned

- NAICS Code (if known)

- Type of Industry
 - Retail
 - Restaurant/ Food Service
 - Supplier
 - Real Estate
 - Construction
 - Professional Services
 - Other

Fort Bend County COVID-19 Small Business Emergency Assistance Grant Program

DOCUMENTATION NECESSARY TO APPLY:

➤ BUSINESS INFORMATION

- Are there any pending litigation or financial risk that may impact your company's ability to operate?

➤ COVID-19 IMPACT

- Were you deemed an essential business
- Have you remained open, or able to open since March 13, 2020?
- To What Capacity have you been able to remain open?
 - Less than 25%
 - 25%
 - 50%
 - 75%
 - 100%

Fort Bend County COVID-19 Small Business Emergency Assistance Grant Program

DOCUMENTATION NECESSARY TO APPLY:

➤ COVID-19 IMPACT

- Revenues
 - March, April and May 2019
 - March, April and May 2020

- Have you applied for any other financial assistance from the CARES ACT due to COVID-19?
 - The Federal Paycheck Protection Program (PPP)
 - The Federal Economic Injury Disaster Loan (EIDL)
 - The Federal Economic Injury Disaster Grant (EIDG)
 - Any other State or local assistance program?

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DOCUMENTATION NECESSARY TO APPLY:

➤ BUSINESS RISK

The following or similar questions may be asked on the application or during the underwriting process:

- Has Business or its Owner(s) been debarred or suspended?
- Has Business or its Owner(s) been denied a license or permit to operate the business or a license or permit suspended or revoked by any government?
- Is the applicant or Owner currently indicted for or otherwise criminally or civilly charged by a government with the commission of violation of the law

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ADDITIONAL PROGRAM INFORMATION:

- A brief description of how the grant would be used and how COVID-19 has impacted operations.
- Recipients must certify that the funds will be used for approved purposes and that they are not receiving assistance for these items from another source.
- Authorization for a FICO report.
- Copy of Driver's License or state issued ID card.
- Agree to electronic signature.

Fort Bend County COVID-19 Small Business Emergency Assistance Grant Program

ADDITIONAL PROGRAM INFORMATION:

- The expectation is that the business would remain operational in Fort Bend County for at least one year, or through December 30, 2020.
- Receipts and documentation for all eligible expenditures must be submitted for audit purposes within three (3) months of grant disbursement of funds.
- Funds dispersed that do not have proper documented would need to be repaid within three (3) months of disbursement of the grant.