

COVID-19 Mitigation Business Grant FAQ

- Q. I have an activity or building improvement I want to make, but it didn't cause a problem to my business during COVID-19 and won't help prevent or slow the spread of COVID-19 in my business. Could I include this activity or building improvement in my application?
- A. It is not advised. Applicants who cannot draw a clear connection between the activity they are requesting and the negative economic impacts from COVID-19 on their business, risk having the application throw out. If you are unsure, you can always contact our staff, but it is probably best to leave it out and stay on the safe side.
- Q. I have some back rent and activities that qualify under this grant program. Do I have to ask for the entire \$10,000 or can I ask for less?
- A. You may ask for less. You will not be penalized for asking for less than the \$10,000 maximum funding. Ranking of awards will be made based on the priorities identified in the policy.
- Q. Will I be required to submit a report after I spend the grant?
- A. Yes, all applicants who receive an award will be required to submit a report every six months and a Final Report once all of the projects are completed. The Final Report will require receipts, canceled checks, a narrative, and photos of improvements.
- Q. Are non-profits eligible to apply for this grant program?
- A. Non-profits are eligible to apply for this grant program, so long as they meet the definition of a social business. Social businesses are mission driven organization in which the revenue used to support the mission is derived at least partially from the buying and selling of goods and services. Social business should be directly engaged in the sale of goods and services and have a written statement with an explicit aim to provide financial, social, or environmental benefit the community.
- Q. What happens if I receive an award, but decide I want to spend the funds on something else?
- A. Award funds must be spent on the approved activities in the grant application. If an award recipient determines that the funds cannot be spent on the approved activities in the application for whatever reason, they should contact Town Staff to determine if the funds may be used for another activity.

- Q. Am I required to keep the funds separate from my other business funds?
- A. Recipients are not required to keep funds separate, however are advised to do so in the event approved activities need to be altered or all of the funds are not expended.
- Q. My contractor won't be able to get my construction project completed before the 18-month deadline. What will happen?
- A. If an award recipient finds themselves in this position, please consult Town Staff. While exceptions may be made on a case-by-case basis, award recipients should make every effort to ensure that the funds are expended by the 18-month deadline.
- Q. My business has the ability to pay for a portion of a qualifying activity, but I would like to use the grant to pay for the rest of the cost. Is this possible and how will it impact my chances of receiving an award?
- A. Yes, applicants can use other funds to match a portion of the activities allowed under this grant. Doing so, however, will not result in a better outcome or prioritized higher so we advise only putting the funds towards an activity if the grant cannot fully cover the cost of the activity.
- Q. If I apply for the grant and the Review Committee believe that an activity doesn't qualify, will they remove the activity and award me the remainder of the request or will the entire application be thrown out?
- A. The Review Committee may consider either option depending on a variety of considerations including the total number of applicants, the strength of the negative economic impact narrative, number to non-qualifying activities in your application, and other factors. The best advise is to not include activities which cannot draw a clear connection between the activity and the negative economic impacts from COVID-19 on your business.
- Q. What if my business was open before July 2020, but doesn't have a year's worth of financial records. Is there a formula or way I can still take advantage of the year-over-year 30 percent decrease in revenue to get more prioritization?
- A. Unfortunately, if the applicant is a new business and doesn't have the records to show a year-over-year decrease, then the applicant will not be able to receive this prioritization.
- Q. How many low to moderate income persons do I need to employ or serve to receive prioritization?
- A. The Review Committee has not fully quantified a number, but the more the better. You would at least need to show that you employ one qualifying employee and/or a modicum of those you serve qualify.