



**OFFICE OF THE CITY MANAGER**

47 Hall Street | Powell, OH 43065 | 614.885.5380 | [cityofpowell.us](http://cityofpowell.us)

**2020 Small Business Grant Program - Information & Guidelines**

**Amount**

Eligible businesses may apply for a one-time grant of up to \$10,000 to reimburse for pandemic-related costs. Award determination based on receipts, mortgage or rent records, and other documentation indicating COVID-19 public health emergency-related business losses and/or expenses. Applicants should be aware that this grant may be considered income for tax reporting purposes.

**Deadline**

Applications taken from Nov. 5 to Dec. 6. Applications submitted before or after these dates will not be accepted.

All funds must be dispersed by the Powell Community Improvement Corporation no later than December 30, 2020.

**Eligible Businesses**

Any business experiencing measurable economic effects from the COVID-19 public health emergency is encouraged to apply. Here, “measurable” relates to receipts, records, and other evidence of pandemic-related expenses or losses incurred by the business and included with the application for grant assistance. Only complete and legible applications will be reviewed. Qualified applicants shall meet the following criteria:

1. Business must have been demonstrably and negatively impacted by the COVID-19 pandemic.
2. Business must be operating within the jurisdictional boundaries of the City of Powell, Ohio.
3. Businesses employ 25 full-time equivalent employees (FTEs) or less.
4. Business must be a targeted use, which includes retail, service, restaurant or hotel, which such targeted uses have been identified by the City as susceptible to particular economic harm resulting from the COVID-19 public health emergency.
5. Only businesses that are open to all without regard to sex, gender, age, race, or national origin are eligible. Ineligible organizations include home-based businesses and non-profits.
6. Business must be in good standing with local, state, and federal jurisdictions with respect to taxes, fees, and other financial obligations.
7. The applicant should demonstrate that it has pursued or has attempted to pursue federal and state assistance programs. Applicants should verify with their financial institutions and/or the SBA that funds received through the CIC’s Grant Program funds can be used in tandem with federal and state assistance. Additionally, applicants should consult with their CPA regarding any potential tax implications.
8. Franchisee owners, if they are also a City of Powell, Ohio resident.



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### **Eligible Assistance**

If the applicant has borne quantifiable expenses directly attributable to the COVID-19 crisis in 2020, the following may be eligible for grant assistance. The CIC's grant assistance is federally sourced and will be issued as reimbursements for the following eligible costs. The business must submit receipts, documents or proofs of purchases, along with payment verification (cancelled checks, credit card statement, etc.) with its application.

### **Eligible Use of Funds for City of Powell Businesses**

Funds may be used for:

- Operating costs for the purchase of items meant to protect the public and employees during the pandemic, such as protective masks and hand sanitizer, and other costs incurred by installing required safety measures in order to reopen a business.
- Costs incurred during a reopening process, including the additional business interruption that happens when a small business must limit their accessibility to the public, and for displaying and/or communicating state-based requirements for public access.
- Mortgage payments for the business' place of business located within the City of Powell when such payments were missed, in whole or in part, as a direct result of the closure of the business in adherence with federal, state, or locally issued stay-at-home orders during the period March 23 to May 15. Missed mortgage payments by a business located within an owner's primary residence are not eligible (i.e., the owner's residential mortgage payments are not eligible by virtue of being a home-based business).
- Rent payments for the business' place of business located within the City of Powell when such payments were missed, in whole or in part, as a direct result of the closure of the business in adherence with federal, state, or locally issued stay-at-home orders during the period March 23 to May 15. Missed rent payments by a business located within an owner's primary residence are not eligible (i.e., the owner's home rental payments are not eligible by virtue of being a home-based business).

### **Ineligible Expenses for City of Powell Businesses**

Prohibited Use of Funds:

- **Expenses that have been or will be reimbursed under any other federal program**
- Payroll expenses
- Property Tax payments
- Utility Bills
- Operational costs that were budgeted prior to the COVID-19 Pandemic

*Applications will be reviewed as they are received. Grants will be awarded until funds are exhausted; please understand that some grant applications will not be funded.*