

State of Oregon COVID-19 Emergency Business Supplemental Grant Application

Businesses who have received grant awards funded by Business Oregon have already provided verification of economic injury due to the COVID-19 pandemic, therefore, they will not be required to provide financial information again. **Eligible** businesses must continue to meet the following program eligibility requirements:

- The business is headquartered in Oregon and has its principal operations in Oregon.
- If required by Oregon law to be registered with the Oregon Secretary of State to do business in Oregon, the Business is so registered.
- The business has 25 or fewer employees.

The following businesses remain **ineligible** to apply for or receive funding under the Program:

- Passive real estate holding companies and other entities holding passive investments.
- Non-profit entities that do not have federal 501(c)(3) status.
- Businesses that experience a decline in revenues for reasons other than those caused by the COVID-19 pandemic (e.g. seasonal or cyclical businesses cycles).
- Businesses that are delinquent on federal, state or local taxes that were due on or before the date of application.
- Businesses that do not comply with all federal, state and local laws and regulations.
- Businesses that have already received grant funds through the Statewide Business and Cultural Support Program. The Emergency Board of the Oregon Legislature established this program in July 2020, to support cultural venues and organizations. Eligible recipients for this program include, but are not limited to, cultural institutions, children’s museums, county fairgrounds, cultural entities within federally recognized Indian Tribes based in Oregon, and festivals and community event organizations.
- Businesses that have received more than \$100,000 of federal CARES funding (e.g. PPP, EIDL, and/or EIDL Advance) as set forth by this program in this application.
- Businesses that do not otherwise meet the eligibility requirements set forth above.

Awards to eligible businesses will be made as a grant. The amount of the grant, at a minimum, will be equal to the previous award to the business. The awards will be processed based on documentation previously provided.

State of Oregon COVID-19 Emergency Business Grant

Application

This application is for a business that meets all of the following **eligibility** requirements:

- The business is headquartered in Oregon and has its principal operations in Oregon.
- If required by Oregon law to be registered with the Oregon Secretary of State to do business in Oregon, the Business is so registered.
- The business has 25 or fewer employees.
- The business was adversely affected in either **one** of the following two ways:
 1. For-profit and non-profit (limited to 501(c)(3) corporations) businesses that were prohibited from operation as directed by Executive Order 20-12.
 2. For-profit and non-profit (limited to 501(c)(3) corporations) businesses that can demonstrate a one-month decline in sales of 25% or more, incurred by the COVID-19 pandemic, between March 1, 2020 and August 31, 2020 as compared against the same period of time in 2019.

The following businesses are **ineligible** to apply for or receive funding under the Program:

- Passive real estate holding companies and other entities holding passive investments.
- Non-profit entities that do not have federal 501(c)(3) status.
- Businesses that experience a decline in revenues for reasons other than those caused by the COVID-19 pandemic (e.g. seasonal or cyclical businesses cycles).
- Businesses that are delinquent on federal, state or local taxes that were due on or before the date of application.
- Businesses that do not comply with all federal, state and local laws and regulations.
- Businesses that have already received grant funds through the Statewide Business and Cultural Support Program. The Emergency Board of the Oregon Legislature established this program in July 2020, to support cultural venues and organizations. Eligible recipients for this program include, but are not limited to, cultural institutions, children's museums, county fairgrounds, cultural entities within federally recognized Indian Tribes based in Oregon, and festivals and community event organizations.
- Businesses that have received more than \$100,000 of federal CARES funding (e.g. PPP, EIDL, and/or EIDL Advance) as set forth by this program in this application.
- Businesses that do not otherwise meet the eligibility requirements set forth above.

Awards to eligible businesses will be made as a grant. The amount of the grant will be the greater of the following figures based upon a calculation for Full Time Equivalent (FTE) employment:

- 1. Businesses with 2 or fewer FTE – \$5,000**
- 2. Businesses with 3 or more FTE – \$2,000 per FTE (cap of \$50,000)**

Businesses not required or that have elected not to file OED Form 132 with the Oregon Employment Department are still eligible for this program but will have a maximum award of \$5,000.

Grant Funding Available to Support Businesses Impacted by COVID-19 in the cities of Monmouth and Independence

Support for businesses in the cities of Monmouth and Independence impacted by the COVID -19 pandemic is available to support recovery efforts and compliance with public health guidelines. Financial assistance is available thanks to grants from both of the cities. Willamette Workforce Partnership will be managing the grant process.

This funding will be distributed to businesses in the two cities. The amount of the grant will be dependent upon number of employees; businesses with 0 -5 employees will receive \$2,500, and businesses with 6 or more employees are eligible for \$5,000. Applications will be available on the Willamette Workforce Partnership website (willwp.org) on Monday, October 19 at noon and applications will close at noon on Wednesday, October 28.

A business must meet all of the following eligibility requirements:

- **Businesses or non-profit organizations (limited to 501(c)(3) corporations) negatively impacted by COVID-19 as demonstrated through one of the following ways:**

1. Prohibited from operation as directed by Executive Order 20-12.
2. Can demonstrate a decline in sales greater than 25% during one of the following months: March, April, May, June, July and August, 2020 compared to January 2020 or February 2020, or compared to the same time period of 2019 if a seasonal or cyclical business.

- **The business or non-profit is located within the city limits of Monmouth and Independence. (To determine whether or not a business is in the city limits, visit <https://geoservices.co.polk.us.us/PCMAPS/>.**

- **Only locally owned franchises are eligible whose headquarters are located within 30 miles of the cities of Monmouth and Independence.**

- **Unless otherwise directed by Executive Order, the applicant is open or has reopened for business.**

- **Eligible applicants must be in compliance with local, state, and federal regulations, including City sign code requirements and OHA public health guidance.**

Eligible business expenses include: payroll, inventory, rent, utilities, and related expenses, including related to changing business strategy or operations to meet the Governor's Emergency Order, and protecting workers and customers from COVID-19 exposure.