

# Dodge County

## Small Business & Nonprofit Relief Funds Application

To provide emergency assistance to small local businesses in Dodge County adversely impacted by the COVID-19 pandemic, the Dodge County Small Business & Nonprofit Relief Funds will provide grants of up to \$10,000 to small businesses and nonprofits most in need of support. Grant applications must exceed a minimum amount of \$1,000 of eligible expenses to be considered. Application Forms will be accepted beginning August 26, 2020.

Businesses and non-profits must meet all of the criteria listed in the Dodge County Small Business & Nonprofit Relief Funds Guidelines to be eligible.

The application may be filled out digitally, text boxes are next to each item.

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First Name:

Last Name:

Phone Number:

Email:

Legal Name of Business:

Business City:

Business State:

Business Zip:

Legal Structure:

Corporation For-Profit

Limited Liability Company (LLC)

Partnership

Cooperative

Sole Proprietor

Other: \_\_\_\_\_

Grants are up to \$10,000 and must be supported by evidence of eligible expenses paid between March 15, 2020 through August 31, 2020.

**Total Business Loss (Expenses over Revenue) Since March 15, 2020 (\$):**

**Grant amount requested (\$):**

Type of Entity/Industry:

Total Revenue Your Entity Earned in 2019 before any expenses:

Please describe the direct and indirect ways that COVID-19 has impacted your revenue to-date and projected revenue, including how you arrived at your answer to the previous question.

Can the Applicant demonstrate an eligible loss since March 15 due to the COVID emergency?

Yes

No

Is the Applicant in compliance with all relevant ordinances and licensing requirements? i.e. there are no adverse actions or open violations.

Yes

No

Applicants are strongly encouraged to seek funding or relief from all available resources. Is this statement true: the Applicant has pursued or intends to pursue other forms of funding and/or relief from expenses during the COVID emergency?

Yes

No

Is this statement true: the applicant's business does not derive its income from gambling, adult entertainment, registered lobbying, billboards, passive investments, real estate transactions, property rentals or property management? A local owner of a franchise is eligible to apply.

Yes

No

Which of the following forms of funding and /or relief from expenses during the COVID19 emergency has the applicant received?

SBA Paycheck Protection Program Loan (PPP)	\$ _____
SBA Economic Injury Disaster Loan (EIDL)	\$ _____
State of Minnesota Small Business Emergency Loan (SBEL)	\$ _____
Assistance from their municipality	\$ _____
Other: _____	\$ _____
Other: _____	\$ _____
Other: _____	\$ _____
<b>Total Assistance Received:</b>	<b>\$ _____</b>

Applicants are encouraged to seek all available sources of funding. If selected to receive a Dodge County Small Business & Nonprofit Relief Funds Grant, will you agree to notify the fund administrator of any additional federal, state, or local funding award?

Yes

No

### **Grant Requirements and Required Documentation**

No documentation is required for the preliminary application. However, if the applicant is notified of selection for funds, Applicant will be required to provide the following within 10 business days or forfeit the grant award. Please check the boxes if you will be able to provide the following documentation prior to disbursement of grant funds. All boxes must be checked in order to qualify:

2019 Federal Business Tax Return or appropriate Business Tax Schedule – based on entity type. Businesses that have not yet completed a 2019 Federal Return are eligible to apply and must substitute other documentation or revenue.

Evidence of revenue loss related to COVID-19 emergency. Applicants should submit documentation that best demonstrates the impact and is deemed acceptable to the Program Administrator. Some examples of acceptable documentation include Profit & Loss Statements, Sales Tax Reporting, Period Statements from 3<sup>rd</sup>-party Sales Platforms, Merchant Services Statements, and Point of Sale or Register reports.

While not required for submittal at this time, will you be able to provide a grant agreement signed by all owners of 20% or more as Co-Applicants?

Yes                       N/A (nonprofit applicants only)

No

**APPLICANT CERTIFICATION:**

Applicant acknowledges that they are making application for a Grant, and that Dodge County may rely on the applicant's warranties and self-certification of eligibility in the approval process of a grant. Applicant certifies that only one application per business location was submitted. Dodge County reserves the right to verify whether duplicate applications were submitted, and to eliminate duplicate applications from consideration, in Dodge County's sole discretion. This information and the information provided on all accompanying documents is provided for the purpose of obtaining a grant for the Applicant. Applicant acknowledges that representations made in this application are accurate, truthful and all grant funds will be utilized for reimbursement of business expenses and losses related to COVID-19 and not used as a revenue replacement. Applicant acknowledges that representations made in this application will be relied on by Dodge County in its decision to grant such grant. Dodge County or its representatives are authorized to make all inquiries it deems necessary to verify the accuracy of the information contained herein. The Applicant will promptly notify Dodge County of any subsequent changes which would affect the accuracy of this information and the information provided on all accompanying documents. The Applicant understands that it is a crime to make a false representation as to their or their company's financial ability for the purpose of securing a grant. The Applicant declares under penalty of perjury that all information provided herein and on accompanying documents is true in every detail and accurately represents the financial condition of the applicant and the Business on the date given below, and that the Applicant has authorization to sign this form.

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Applicant Signature	Title	Date
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Applicant Printed Name

Please submit your application and supporting documents to [Dodge.Cares@co.dodge.mn.us](mailto:Dodge.Cares@co.dodge.mn.us)