



City of San Dimas

COVID-19 Emergency Small Business Grant Program

Grant Application

Purpose: The City of San Dimas proposes to use CDBG funds to develop an Emergency Small Business Grant Program that can issue cash grants (not loans) to San Dimas businesses impacted by COVID-19. Grants can be issued based on the demonstrated need up to a maximum of \$5,000.

Business Owner Contact Information:

Name: _____ Title: _____
Email: _____ Phone: _____
Home Address: _____

Legal Business Information:

Name: _____
Address: _____
Phone: _____ Website: _____
FEIN/Tax ID Number: _____ Date Founded/Incorporated: _____

Please check your business organization type:

- a. Partnership b. Corporation c. Cooperative
 d. Limited Liability Company e. Other _____

Eligible Businesses:

Business applicants must be eligible as either Microenterprise or Special Economic Development, and meet the following eligibility criteria, please check all that apply:

- Small Businesses (25 employees or less. Multi-national or publicly traded businesses are not eligible for this program.)
 Commercial Business
 Must be located in the City of San Dimas
 Business was impacted by COVID-19 (required to close as non-essential)

Eligible Business Types – The following is an exhaustive list of eligible business types, please check the box next to your business type:

- Restaurants, bars, coffee shops, bakeries, etc.
- Salons, barbers, and other grooming businesses
- Gyms, day spas, and fitness studios
- Retail and Commercial stores (such as consumer goods, electronics and appliances, health and sporting goods, furniture, clothing and shoes, kitchen equipment, books and entertainment stores, music and audio/visual equipment, etc.)

Disqualifying Criteria – Any of the following events or actions will disqualify the owner of a business from consideration for grant funding; please check all that apply.

- Poor Credit History
- Bankruptcy in the last 5 years
- San Dimas Code Enforcement Violations
- Questionable criminal record

Have you received any other financial resources in 2020 response to COVID-19 impacts?
(i.e. SBA Disaster Fund, PPP, other loans)

If yes, please describe:

Do you want us to share your information with LACDA or other county departments for grants, loans, or other resources? Yes No

Eligible Activities – Small Business Grant Assistance can be provided under one of the following eligible activity categories as defined by HUD, please check one:

Microenterprise assistance – 24 CFR 570.201 (o)(1)(i) – If you are seeking assistance under the Microenterprise category, please complete and attach the following forms:

Form A
Form A1
Form A2

Special Economic Development Activities – 24 CFR 570.203(b) if you are seeking assistance under the Special Economic Development category, please complete and attach the following forms:

Form B
Form B1

Please share a brief description of your company, including your industry, the product and/or services you offer:

Statement of Need – Please describe how COVID-19 has impacted your business:

Employees

How many full-time and part-time employees (including yourself) are employed at your business

FT:

PT:

Have you laid off staff?

If yes, how many full-time?

Part-time?

If you have not had to lay off staff, how many employees does this grant help you retain?

FT:

PT:

Please provide an estimate of the number of layoffs this grant will help you prevent (ie. Number of jobs saved):

Business Recovery Plan – You will need to create a simple but specific document that describes how you will spend the requested grant amount. The plan should include a response to the following questions or the attachment of the requested document:

- How do you intend to use the funds?
- **Attach:** Financial and/or organizational documentation that supports demonstration of significant economic hardship as a result of COVID-19. **Example:** Last October sales compared to this October sales numbers
- **Attach:** Budget Sheet for use of funds
- **Attach:** Year-End 2019 Financial Statement w/ monthly expense sheet