

RESTART ASHTABULA COUNTY COVID-19 Small Business Grant Program

Ashtabula County Commissioners have created a small business relief grant program called RESTART ASHTABULA COUNTY to provide financial aid to small businesses that have sustained economic hardships as a result of the COVID-19 pandemic. Eligible entities can receive up to \$10,000 in assistance.

To qualify, applicants should meet the following criteria:

1. Business must have been impacted by the State-mandated closures that began March 15, 2020 due to COVID-19. The impacts may include loss of employees or revenue. Revenue must have declined by 30% or more as a result of COVID-19 since March 15, 2020.
2. Business must be located in Ashtabula County and had to be in operation prior to February 15, 2020.
3. Business must have more than two (2) but fewer than twenty-five (25) full-time equivalent employees as of March 15, 2020.
4. Annual gross receipts of the business must be less than \$2,000,000.
5. Ineligible businesses include tobacco, vaping, tattoo parlor, sexually-oriented, and primary alcohol sales such as carry-outs or convenience stores. Additional ineligible businesses or organizations include places of worship and non-profits.
6. Business must be in good standing with local, state, and federal jurisdictions with respect to taxes.

Eligible Assistance

If the applicant has experienced expenses directly attributable to the COVID-19 crisis, the following may be eligible for grant assistance:

- **Lease or Mortgage Assistance:** if the applicant applies for lease or mortgage assistance, proof of a lease or commercial mortgage with the monthly amount due shall be provided by the applicant.
- **Operational Expenses Assistance:** Examples of operational expenses include, but are not limited to: advertising and marketing, supplies, maintenance and repairs, payroll, and utilities.
- **Unforeseen Expenses:** Examples of unforeseen expenses included, but are not limited to: the cost of conversion of products or services to meet the ODH health and safety requirements, development of new solutions to problems presented during the COVID-19 crisis, and the purchase of safety supplies such as masks, hand sanitizer, safety barriers, signage, and items to enforce physical distancing.

Application Process

Applicants are required to complete the on-line application available at www.ashtabulacounty.us. Applications will be accepted starting July 1, 2020 and must be submitted by July 31, 2020. All applications will be reviewed. Grants will be awarded until the grant funding is exhausted. Please have

all supporting documents, including financial statements which show the revenue loss due to COVID, utility bills, mortgage statements, etc. available to upload as part of the application. Prior to the final approval of a grant application, additional information or documentation may be requested.

Grant Review Criteria

A committee will review each application and determine successful applicants. To be awarded funding, applications will be reviewed based on the following criteria:

- Determined to have filed a complete application with any additional information or documentation requested. (5 points)
- Determined to be a qualifying business and meets the established guidelines and rules. (5 points)
- Substantiated the most critical need for grant assistance based on loss of revenues and/or loss of employees. (10 points)
- Determined that the awarded grant will have a direct impact on sustaining the company. (10 points)
- Demonstrated economic and community benefits the business creates for Ashtabula County. (5 points)
- Amount of other financial assistance received by applicant from other COVID-19 financial assistance programs. (5 points)
- Any other criteria as determined by the committee.

Grant Reporting Requirements

A successful applicant must provide documentation within 90 days on how the grant money was spent.