

**RESTART ASHTABULA COUNTY
ROUND 2
COVID-19 Grant Program for Small Businesses/Non-Profit
Organizations/Agricultural Businesses**

Ashtabula County Commissioners have announced a second round of funding through the RESTART ASHTABULA COUNTY grant program to provide financial aid to small businesses, non-profit organizations and agricultural businesses that have sustained economic hardships as a result of the COVID-19 pandemic. Eligible small businesses and agricultural businesses are eligible for up to \$10,000. Funding for non-profit organizations will be determined on a case-by-case basis.

Small Business and Agricultural Business applicants must meet the following criteria:

1. Business must have been impacted by the COVID-19 pandemic that began March 15, 2020. The impacts may include loss of employees, loss of revenue, and/or necessary PPE purchases or capital improvements required to meet new health guidelines as a result of the pandemic.
2. Business must be able to demonstrate a revenue loss of 15% for January 1, 2020 to June 30, 2020 as compared to January 1, 2019 to June 30, 2019. If a business was not open in the first half of 2019, you must be able to demonstrate a revenue loss of 15% since first opening in 2019 or 2020.
3. Business must be located in Ashtabula County and had to be in operation prior to February 15, 2020.
4. Business must have a Federal Taxpayer Identification Number.
5. Business must have fewer than twenty-five (25) full-time equivalent employees as of March 15, 2020.
6. Annual gross receipts of business must be less than \$2,000,000.
7. Ineligible businesses include places of worship/religious organizations, tobacco, vaping, tattoo parlor, sexually-oriented, primary alcohol sales such as carry-outs or convenience stores, franchised businesses not locally owned and independently operated, e-commerce only companies.
8. All applicants must be in good standing with local, state, and federal jurisdictions with respect to taxes.
9. Business must be registered and in good standing with the Ohio Secretary of State.
10. Previous grant recipients receiving funding in Round 1 of ReStart Ashtabula County are deemed ineligible.

Non-Profit applicants must meet the following criteria:

1. Organization must have been impacted by the COVID-19 pandemic that began March 15, 2020. The impacts may include loss of employees, loss of revenue, and/or necessary PPE purchases or capital improvements required to meet new health guidelines as a result of the pandemic.

2. Organization must be located in Ashtabula County and had to be in operation prior to February 15, 2020.
3. Organization must have fewer than fifty (50) full-time equivalent employees as of March 15, 2020.
4. Annual gross receipts of organization must be less than \$2,000,000.
5. Ineligible organizations include places of worship/religious organizations, tobacco, vaping, tattoo parlor, sexually-oriented, and primary alcohol sales.
6. Non-Profit must be registered and in good standing with the Ohio Secretary of State.

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. Rent, lease or mortgage costs for businesses located in or operated out of a personal residence are not eligible.
- **Operational Expenses Assistance:** Examples of operational expenses include, but are not limited to: advertising and marketing, supplies, maintenance and repairs, payroll, and utilities. Utility costs for businesses located in or operated out of a personal residence are not eligible.
- **Unforeseen Expenses:** Examples of unforeseen expenses included, but are not limited to: the cost of conversion of products, services or facilities 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/restart. Applications will be accepted starting Friday, October 23, 2020. The application period will close at 12:00 p.m. on November 30, 2020, or when funds are depleted, whichever comes first. All applications will be reviewed. Grants will be awarded until the grant funding is exhausted. Prior to the final approval of a grant application, additional information or documentation may be requested. Approved applications must complete a grant agreement before the release of funds.

All grants are considered taxable income. All documents submitted with the application may be subject to public record laws.

Your application must be accompanied with the necessary required documentation as outlined below:

Required Business Documentation

1. Business must submit financial statements from January 1, 2019 to June 30, 2019 and for January 1, 2020 to June 30, 2020 to demonstrate the 15 % revenue loss. (Example would be profit and loss statement from Quickbooks or other accounting software.)
2. Form W-9 signed in 2020
3. Proof of reimbursable business expense (receipts, invoices)

Required Non-Profit Organization Documentation

1. Form W-9 signed in 2020

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 by December 15, 2020 on how the grant money was spent.