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## MARTIN COUNTY SMALL BUSINESS CARES ACT GRANT

This program is offered pursuant to funding received by Martin County, through the federal Coronavirus Relief Fund for State, Territorial, Local and Tribal Governments (the “Fund”), established under Section 601(a) of the Social Security Act, as added by Section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) to provide emergency assistance to small businesses located in Martin County. Businesses that have been adversely impacted by the COVID-19 pandemic that meet the following eligibility criteria may apply to receive grants of \$500 to \$10,000.00 for reimbursement of eligible expenses. Businesses are encouraged to report all eligible expenses as larger grant amounts may be available depending on number of applications received and the amount of eligible expenses.

**\*The grant application will be available starting October 20th, 2020, on a first-come first-served basis, until funds are exhausted. Applications will be accepted through November 4, 2020.**

### GRANT REQUIREMENTS

#### Eligible Businesses

Business must meet all criteria to be eligible.

- Profit or non-profit business with a physical location in Martin County
- Fewer than 50 full-time equivalent employees
- Have been in operation for at least 12 months prior to March 1, 2020
- Registered and in good standing with the Minnesota Secretary of State (if required)
- Current on all property taxes
- Demonstrate a negative impact on business due to business interruption or closure related to COVID-19

#### Ineligible Businesses

- Corporate chains, multi-state chains (franchise owners are eligible)
- Businesses that derive income from passive investments; business-to business transactions; real estate transactions; property rentals or property management
- Businesses comprised of legal practitioners, insurance sector, or financial institutions
- Businesses that derive any income from adult entertainment or gambling
- Businesses late in payments to any creditors by 60 days or more as of February 29, 2020
- Businesses that are permanently closed as of the date of application
- Businesses that have already received a Small Business CARES Act grant from the City of Fairmont/Martin County

#### Eligible Expenses

Expenses must have been incurred between March 1, 2020 and August 31, 2020. Expenses that have been paid by another CARES Act program (i.e. PPP, EIDL, SBEL, SBRG, PUA) are not eligible to be reimbursed under this grant program.

- Rent/mortgage - Home-based businesses may only be reimbursed for a percentage of their rent/mortgage equal to the percentage claimed as a home office on their income tax.
- Utilities- Home-based businesses may only be reimbursed for a percentage of their utilities equal to the percentage claimed as a home office on their income tax.
- PPE
- Operating Expenses related to re-opening
- Other critical non-payroll expenses

#### Fund Priorities

Priority will be given to those businesses forced to shut down normal operations due to the ongoing pandemic and the declared state of emergency. These include, but are not limited to:

- Sit-down restaurants
- Bars and pubs
- Salons and spas



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- Fitness centers
  - Small retail businesses
  - 1 or more employees

**Documentation Required**

- Evidence of a negative business impact related to the COVID 19 emergency. Applicants should submit documentation that best demonstrates the impact. Some examples of acceptable documentation include Sales Tax Reporting, Period Statements from 3rd-party Sales Platforms, Merchant Services Statements, and Point of Sale or Register reports. A comparative profit and loss statement from 3/1 - 8/31 2019 and 2020 is required.
- Tax return for 2019 (Schedule C, or similar, for business or individual returns for sole proprietors)
- Business filing with Secretary of State
- Documentation to support the amount of CARES Act funds received from other sources and expenses those funds were utilized for
- Payroll documentation to support the number of full-time equivalent employees
- Receipts/invoices for eligible expenses seeking reimbursement for under the grant