

## Mower County COVID-19 Relief Fund Small Business Grant

### Small Business Grant Guidelines and Application

The Mower County Board of Commissioners has allocated \$1 million to support small businesses with financial hardship as a result of the COVID-19 pandemic. The Mower County COVID-19 Relief Fund (MCCRF) will provide one-time grants up to \$10,000 to eligible applicants to assist with payroll, rent, mortgage payments, utility bills, and other operational expenses that occurred between March 1, 2020 and June 30, 2020. The MCCRF will be jointly administered by Mower County and the Development Corporation of Austin (DCA).

### Eligibility

Businesses must meet all of the following criteria:

- Businesses or animal agriculture operations with a physical establishment in Mower County, including locally-owned franchises, home-based businesses and mobile businesses.
- The owner must be a permanent resident of Mower County or one of the counties immediately adjacent to Mower County.
- Businesses must have no more than 50 full-time equivalent employees. Employees for this grant program may be either W-2 employees or independent contractors.
- Businesses must have been operating before March 1, 2019.
- Businesses must be in good standing with the Minnesota Secretary of State and Minnesota Department of Revenue as of March 1, 2020.
- Businesses must demonstrate financial hardship due to COVID-19 between March 1, 2020 and June 30, 2020.
- Businesses who received federal funds in the Payment Protection Plan (PPP) and Emergency Incident Deferment Loan (EIDL) are eligible, but Mower County CRF dollars must be used to cover different expenses over and above what was covered by PPP and EIDL.

Certain businesses are ineligible, including:

- Corporate chains, multi-state chains.
- Businesses that primarily derive income from gambling.
- Businesses that derive any income from adult entertainment.
- Businesses that primarily sell pawned merchandise, guns, tobacco or vaping products.
- Businesses that derive income from passive investments; business-to-business transactions; real estate transactions; property rentals or property management; billboards; or lobbying.
- Businesses who received the Minnesota Small Business Relief Grants approved by the Minnesota State Legislature and signed by Governor Tim Walz on June 16, 2020.
- Lending institutions, law firms, utility companies, residential rental properties, production agriculture, insurance agencies, financial advisors.

### Application Process and Timeline

Applications accepted August 10 through August 31. The MCCRF Grant application must be

completed in its entirety by the applicant and submitted by 4:30 pm, August 31, 2020. If assistance is needed in processing the application, call 507-433-9495. A pdf version of the application will be made available upon request.

If applications from eligible businesses exceeds the funds available, grant recipients will be ranked by need until funds are exhausted. Priority of awards will be determined by the impact of Governor Walz COVID-19 Executive Orders limiting businesses operations and by percentage of loss between March 1, 2020 to June 30, 2020 as compared to the same period on 2019. Incomplete applications will not be accepted.

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# APPLICATION

#### ELIGIBILITY

Please answer the following questions to determine if your business qualifies for the Mower County COVID-19 Relief Fund.

\* 1. Is the business in good standing with the State of Minnesota, Mower County and the city in which the business is located, and registered with the State if required to do so by law as of March 1, 2020? Visit the [Office of the Minnesota Secretary of State](#) to determine or to rectify certificate status.

- Yes
- No (this answer will disqualify business from applying)

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\* 2. Did the business employ fewer than 50 FTE employees as of February 29th, 2020?

- Yes
- No (this answer will disqualify business from applying)

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\* 3. Does the business have a physical location in Mower County?

- Yes
- No (this answer will disqualify business from applying)

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\* 4. Are owner(s) of at least 51% of the business permanent residents of Mower County or immediately adjacent counties?

- Yes
- No (this answer will disqualify business from applying)

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Certain businesses are **ineligible**, including:

- Corporate chains, multi-state chains.
- Businesses that primarily derive income from gambling.
- Businesses that derive any income from adult entertainment.
- Businesses that primarily sell pawned merchandise, guns, tobacco or vaping products.
- Businesses that derive income from passive investments, business-to-business transactions; real estate transactions; property rentals or property management; billboards; or lobbying.
- Businesses who received the Minnesota Small Business Relief Grants approved by the Minnesota State Legislature and signed by Governor Tim Walz on June 16, 2020.
- Lending institutions, law firms, utility companies, residential rental properties, production agriculture, insurance agencies, financial advisors.

\* 5. Is this business one of the **ineligible** businesses listed above?

- Yes (this answer will disqualify business from applying)
- No

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\* 6. This summer, the State of Minnesota provided a grant opportunity to Minnesota businesses. The application period for the State grant ended in early July and awardees were selected through a lottery system. Businesses can apply to both the State grant and the MCCRF, but if you receive the State grant you will not be eligible for the MCCRF grant.

Did you receive notification that your business was selected to receive the \$10,000 State of Minnesota grant?

- Yes (and I understand once this grant is confirmed I will be ineligible for the MCCRF grant )
- No

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**BUSINESS INFORMATION**

\* 7. Please provide business information

<b>Business Legal Name</b>	<input type="text"/>
<b>Business Operating Name</b>	<input type="text"/>
<b>Street Address</b>	<input type="text"/>
<b>City/Town</b>	<input type="text"/>
<b>ZIP/Postal Code</b>	<input type="text"/>
<b>Mailing Street Address (if different)</b>	<input type="text"/>
<b>Mailing City, State, Zip (if different)</b>	<input type="text"/>

COMPLETE ONLINE AT AUSTINDCA.ORG

\* 8. Please list a business owner who owns at least 20% of the business as a primary contact.

<b>First name</b>	<input type="text"/>
<b>Last name</b>	<input type="text"/>
<b>Title</b>	<input type="text"/>
<b>Business Owner's address</b>	<input type="text"/>
<b>County of permanent residence</b>	<input type="text"/>
<b>Email</b>	<input type="text"/>
<b>Phone</b>	<input type="text"/>

\* 9. Business Legal Structure (select one)

- Sole Proprietorship
- Partnership
- Limited Liability Corporation (LLC)
- Corporation

10. Main Industry

- Arts, Recreation, Entertainment
- Accommodations (hotels, motels)
- Food and drink establishment (restaurants, bars)
- Construction
- Education, related support services
- Healthcare, social services (includes child care)
- Manufacturing
- Professional services
- Personal services (salons, barbers, etc.)
- Retail
- Animal Agriculture

Other (please specify)

\* 11. Have you been awarded and received financial assistance from any of the following COVID-19/CARES Act loan or grant program categories:

- Federal CARES Act programs (PPP, EIDL, SBA Loans, etc.)
- Have not received any other loans or grants related to COVID-19

**COVID-19 PANDEMIC BUSINESS IMPACT**

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\* 12. Enter your net income/loss March 1, 2019 through June 30, 2019 and your net income/loss March 1, 2020 through June 30, 2020. Net income is:

**Revenue - Expenses = Net income or net loss.**

To be **eligible** for this grant, 2020 net income must be **less** than 2019 net income.

Please note: For the purposes of this application, do not include funds you may have received from the CARES Payment Protection Program (PPP) or Economic Injury Disaster Loans (EIDL).

Net income/net loss from  
March 1, 2019 to June 30,  
2019

Net income/net loss from  
March 1, 2020 to June 30,  
2020

\* 13. DCA's Small Business Development Center (SBDC) supports small business owners and aspiring entrepreneurs with free business consulting on topics such as business planning, accessing capital, marketing, regulatory compliance, technology development, international trade and much more.

Would you like to have a confidential, no cost follow up from the DCA's SBDC consultant?

Yes

No

#### **DATA PRIVACY ACKNOWLEDGMENT**

Tennessee Warning Notice: per MN Statutes 13.04, Subd. 2, this data is being requested from you to determine if you are eligible for assistance from the Minnesota Department of Employment and Economic Development. You are not required to provide the requested information, but failure to do so may result in the department's inability to determine your eligibility for assistance. The data you provide that is classified as private or non-public and will not be shared without your permission except as specified in state and federal laws.

Data Privacy Notice: per MN Statutes 13.591, Subdivision 1, certain data provided in this Application is private or non-public data; this includes financial information about the business, including credit reports, financial statements, net worth calculations, business plans; income and expense projections, balance sheets; customer lists; income tax returns; and design, market, and feasibility studies not paid for with public funds. Per MN Statutes 116J.401, Subd. 3., certain data provided in this application is private data; this includes data collected on individuals pursuant to the operation of business finance programs.

#### **BUSINESS CERTIFICATION**

##### **AUTHORIZATION FOR RELEASE OF INFORMATION & ACKNOWLEDGEMENTS**

I declare that the information provided in this application and on the accompanying exhibits is true and complete to the best of my knowledge. I authorize the program administrators to utilize the information provided to determine my business' eligibility for the program, and to share the information with Mower County and DCA as may be necessary. I understand that any information submitted in this application may become public record. I further understand that if selected, I will be required to provide additional documentation to demonstrate my eligibility, which shall be retained and viewed exclusively by program administrators. I understand that the Mower County and the Development Corporation of Austin (DCA) has the right to verify any information contained in this application and may contact any individuals and agencies involved and that Mower County and DCA reserves the right to make modifications to the program in response to community need and available funds.

14. I understand and agree with the above business certification statement.

Yes, I agree.

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Click submit application below and you are finished! You can email [cares@austindca.org](mailto:cares@austindca.org) or call 507-433-9495 with questions or to confirm we received your application. Thanks!

SAMPLE  
COMPLETE ONLINE AT [AUSTINDCA.ORG](http://AUSTINDCA.ORG)