

GLENN COUNTY

Planning & Community Development Services Agency

225 N. Tehama Street
Willows, CA 95988
530.934.6540
www.countyofglenn.net



Donald Rust, Director

Glenn County Economic Recovery Grant Application

All Applications must be submitted via email at planning@countyofglenn.net

To mitigate the impacts of COVID-19 and the mandated closures on Glenn County businesses and employees, the County of Glenn has authorized the use of CARES Act Coronavirus Recovery Funds for economic recovery grants for

Program Overview

The County of Glenn is offering grants of up to \$25,000 to eligible businesses within Glenn County.

Eligibility

- Applicants shall be for-profit businesses located and operating in the County of Glenn with a demonstrated economic need as a direct result of COVID-19 Stay-at-home orders and mandated shutdowns.
- Glenn County Economic Recovery Grants will be limited to one grant per business.
- Businesses may have up to 100 employees (FTE) or less. Self-employed business owners are eligible (40 hours per week equals 1.0 FTE; a part-time employee working 20 hours per week equals 0.5 FTE).
- Business applicants who have been approved for or have received disaster relief funding such as Paycheck Protection Program and Small Business Administration (SBA) Economic Injury Disaster Loans are eligible only if the amount received is less than the documented financial need of the business (financial information to be included in the application and verified with follow-up documentation).
- Sole proprietors who received unemployment or other State assistance are eligible only if the amount received is less than the documented financial need of the business (financial information to be included in the application and verified with follow-up documentation).
- Applicants must have no outstanding local, state, federal tax liens nor judgements. If this is applicable, business must provide documentation of their current payment plan.
- It must be demonstrated and certified that the business applicant has been operating for at least one year prior to March 15, 2020. Accepted documentation includes: one (1) year of Federal Business Tax Returns or Fictitious Business Name Statement filed prior to March 15, 2019.
- Applicants may be asked to provide financial statements and business plan summary to show impact from COVID-19 business closures and/or business modifications, including how grant funds will be expended by December 30, 2020.
- Applicants must attest to the fact that they will adhere to the Federal, State, and Local guidance related to COVID-19.
- Applicants must attest that grant funds will be utilized for expenditures directly related to impacts from COVID-19, and that all grant funds will be fully expended prior to December 30, 2020.
- Glenn County resident must own a majority of the business.

Approval Process

Grant applications will be scored on Need and Economic Impact.

Ranking – 90 Available Points

Need – 60 points maximum

Revenue loss in excess of 25%	15 points
Revenue loss in excess of 50%	30 points
Out-of-pocket COVID-related costs in excess of \$2,500	15 points
Out-of-pocket COVID-related costs in excess of \$10,000	30 points

Economic Impact – 30 points maximum

0-10 employees	5 points
11-50 employees	10 points
50 plus employees	15 points
Gross payroll – less than \$50,000	5 points
Gross payroll – \$50,000 - \$99,999	10 points
Gross payroll – more than \$100,000	15 points

Application Period

Grant Applications will be accepted from October 23, 2020 through November 30, or until available funds have been exhausted.

Disclosure of Information

The County of Glenn understands and supports the public’s right to access public records. Information submitted through this application is a public record and may be subject to disclosure under the California Public Records Act. In addition, the County of Glenn may be required to disclose information submitted through the application by some other legal process, for example, a subpoena.

By applying for funding under the County of Glenn COVID-19 Business Assistance Grant program, I agree that the County of Glenn may determine in its sole discretion whether information submitted through this application is subject to disclosure under the California Public Records Act or through another legal process.

Primary Business Owner Name

Signature (Typing in name constitutes as your signature)

Date



County of Glenn COVID-19 Business Assistance Grant Application

Application Period October 23, 2020 through November 30, 2021

Business Information

Legal Business Name

Business Trade Name (if different)

Business Address

City, State, and Zip Code

Business Phone

Business Email

Primary Business Owner Name

Primary Business Home Address

Do you own or lease your establishment? Own Lease

List names and share of ownership of all other business owners with 20% or more ownership:

Name	Ownership %

(Attach additional sheet if necessary)

Type of Business Entity

- Corporation Limited Liability Company Partnership (LLP, joint venture)
- Individual/Sole Proprietorship

Industry and Primary Business Activity (please select one)

- Restaurant
- Winery/Tasting Room
- Zoo/Museum
- Office (non-critical)
- Hair Salon/Barber Shop
- Bar/Pub/Brewpub
- Movie Theater/Indoor Family Entertainment
- Gym/Fitness Center
- Personal Care Services
- Other _____

Operational Information

Federal Tax ID (EIN)

Social Security Number (Sole Proprietors)

Date Business Established

Number of full-time employees

Number of part-time employees

Financial Information

Total Gross Revenue

Total Payroll

Total Gross Revenue

Total Gross Revenue

Total COVID-19 related expenses

Other Funding

Have you applied for SBA Paycheck Protection Program Funding?

Yes No

How much funding have you received?

If not, why?

Have you applied for SBA Economic Injury Disaster Emergency Advance (Grant)? Yes No

How much funding have you received?

If not, why?

Federal Tax Liens/Judgements

Does the business or owner have any outstanding Federal liens or judgements?

Impact of COVID-19

Are you currently closed, or have reduced services due to the Governor's order to close businesses?

Supplemental Information – REQUIRED

Please attach the following required documentation. If selected to receive a grant, applicant may be required to provide additional documentation.

- 2019 Federal Tax Return
- Financial Statements (Profit and Loss)
- Receipts or estimates for COVID-19 related expenses (plexiglass, signage, outdoor dining equipment, etc.)

Please attach any supplemental information that would help inform the evaluation of your application.

Certifications

- ✓ I hereby certify that my business follows all applicable laws, including providing paid sick leave and following anti-discrimination laws.
- ✓ I hereby certify that all of the information submitted in this application is true and correct and is subject to audit by the County of Glenn and its third-party auditors.
- ✓ I hereby certify that my business is and will continue to remain in compliance with federal, state, and local health orders.
- ✓ I hereby certify that no duplicate funds have been applied for or awarded.
- ✓ I acknowledge that once grants are awarded and grantees are notified, all funding decisions are final.

Primary Business Owner Name (Printed) _____

Primary Business Owner Signature _____

Date _____ **(Typing in name constitutes as your signature)**

Additional Business Owner Name _____

Additional Business Owner Signature _____

Date _____ **(Typing in name constitutes as your signature)**

Additional Business Owner Name _____

Additional Business Owner Signature _____

Date _____ **(Typing in name constitutes as your signature)**

Questions: If you have questions regarding the application, please call (530) 934-6540, or email planning@countyofglenn.net

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