

# SMALL BUSINESS COVID-19 RELIEF PROGRAM

Saving Jobs | Providing Relief | Restoring Businesses



## PURPOSE

The Small Business COVID-19 Relief Grants program is designed to help prevent business closures caused by the COVID-19 pandemic to preserve the hundreds of fun and funky businesses that make Louisville unique.

## GRANT PROGRAM FUNDING

Louisville Metro Government's FY21 operating budget includes \$21 million in federal CARES funding for Small Business COVID-19 Relief Grants.

## AMOUNT OF GRANTS

The program will provide eligible businesses with grants up to \$50,000 based on demonstrated impact from COVID-19.

Businesses meeting the following criteria will be eligible for a grant:

- Businesses with 20 full-time employees or fewer as of March 16, 2020
- Non-retail businesses with 50 full-time employees or fewer that have remained closed or whose business activity have been severely restricted under state executive order dated March 25, 2020
- Businesses that have been negatively impacted by the COVID-19 pandemic
- Businesses must be located in Louisville/Jefferson County
- Businesses must be in good standing with Louisville Metro Revenue Commission

*Industries of focus include retail (including direct services), food service, arts & entertainment, recreation, and childcare.*

## ELIGIBLE BUSINESS CRITERIA

## GRANT USE

The funds may only be used for the following business expenses:

- Payroll
- Utilities
- Lease/mortgage assistance
- Fixed cost support – to include debt service (interest only), business insurance, other fixed costs
- Technology to allow online sales (hands-free ordering, delivery, curbside pickup, direct shipping)

Documentation required:

- Documentation demonstrating negative impact of COVID-19 to your business
- 2019 tax return, personal and business
- Current record of financial condition of the business, including a profit & loss statement and balance sheet
- Proposed six-month budget for use of funds
- Louisville Metro Revenue Commission business number
- Proof of ownership of business, including any disadvantaged status (certification not required)

## APPLICATION PROCESS

## REPORTING/ ACCOUNTABILITY REQUIREMENTS

Funds must be spent and accounted for by December 30, 2020. Funds will be released in up to three batches (every two months), with recipients required to submit reports with backup documentation showing all payments made for payroll, utilities, lease or mortgage, and fixed costs prior to release of second and third payouts.

For more information, go to <https://louisvilleky.gov/government/louisville-forward/small-business-covid-19-relief-grants>