

# APPLICATION FORM

## Clermont County Small Business Relief Program

*\*Businesses will be required to provide documentation to verify data provided in order to be eligible for grants.*

*\*Incorrect or incomplete information will result in disqualification of the businesses.*

Is anyone in your immediate family (parent, child, sibling) an employee of Clermont County local government?  YES  NO

Is anyone who lives in your household an employee of Clermont County local government?  YES  NO

Name of Business:

Physical Address (no P.O. Box):

Number  Street

City  Zip Code

Mailing Address (if different)

Number  Street

City  Zip Code

Business Owner Name(s)

  
  

Contact Information

Contact Name

Contact Phone

Contact Email

Business Federal Tax ID Number:

DUNS #  (optional for this application but required prior to grant award)

Find or Request DUNS#: <https://fedgov.dnb.com/webform/displayHomePage.do>

Enter North American Industry Classification System (NAICS) for your business:

<https://www.naics.com/search>

1. Is your business a for-profit entity with a location in Clermont County?

Yes  No

2. What type of business entity are you?

Sole Proprietor  S Corporation  Partnership

C Corporation  Limited Liability Company  Other

3. Has your business been in operation since January 2020?
- Yes                       No
4. Did your business have less than \$2,000,000 in gross revenues/receipts during 2019?
- Yes                       No
5. Select the number of employees and/or 1099 workers (full-time or part-time) on March 22, 2020 from the options below: (NOTE: If you are a sole proprietor, count as 1)
- 1-10                       11-50                       51 or more
6. Did your business experience a decrease in gross revenue/receipts/deposits of 35% or more due to COVID-19 as evidenced by comparing March 1 - April 30, 2019 revenue/receipts/deposits to March 1 - April 30, 2020 revenue/receipts?
- Yes                       No
7. How much funding is being requested?
- \$5,000                       \$10,000
8. Please check all that apply on how the grant funds will be used?
- (documentation to demonstrate proof of payment for use of these funds will be REQUIRED at closeout)
- NOTE: The following expenses ARE NOT eligible for grant funds: ✓cost of vehicle or equipment leased or purchased after March 23, 2020, except if the purchase of equipment is to comply with Responsible RestartOhio; ✓personal, non-business expenses of the business or it's owner; ✓construction costs; ✓any tax, license, or fee obligations payable to any governmental entity.
- Payroll
- Rent (not eligible for businesses that operate out of a personal residence)
- Utilities (not eligible for business that operate out of a personal residence)
- Materials and supplies related to interruption of business caused by related closures
- Personal Protective Equipment or other COVID-19 expenses related to compliance with Responsible Restart Ohio
- Mortgage (not eligible for businesses that operate out f a personal residence)
- Other:
- Income Replacement - ONLY for Sole Proprietors that can document loss of revenue from March 1, 2020 - April 30, 2020 SO LONG AS no unemployment benefits are being or are expected to be received by the applicant.
9. Has your business received or been approved for other Federal Assistance for lost revenue or expenses arising from the pandemic, including Paycheck Protection Program or Emergency Disaster Loan?
- Yes                       No
10. Has your business been approved for a business interruption insurance claim as a result of COVID-19?
- Yes                       No
11. Is your business in compliance will all Federal, State and Local requirements applicable to its type of business?
- Yes                       No

12. Is your business in the bankruptcy process:  
 Yes                       No
13. Are you a type of entity that is required to file with the Ohio Secretary of State?  
 Yes                       No
14. Is your business current with all Federal, State, County and Local taxes and fees taking into consideration any extended due dates due to COVID-19?  
 Yes                       No
15. Is your business in good standing with all applicable government regulations related to building code or property maintenance issues?  
 Yes                       No
16. Is your business property a nuisance property for police/fire/EMS calls?  
 Yes                       No
17. Is your business of the following?  
a) Adult entertainment  
b) Bank, savings and loan, credit union  
c) E-commerce only  
d) Liquor/wine store  
e) Vaping store  
f) Cannabis dispensary  
g) Franchise not locally owned and independently operated  
 Yes                       No
18. Summarize the financial and operation impacts that COVID-19 has on your business:

19. Which municipality or township is your business located? (choose one by arrowing up or down)

20. Is your business a Minority Owned Business Enterprise (MBE):  
 Yes                       No
21. Is your business a Woman Owned Business Enterprise (WBE)  
 Yes                       No
22. Is your business Veteran Owned?  
 Yes                       No

23. Will this grant allow you to retain or create at least 1 job?

Yes  No

APPLICANT STATEMENT:

By checking this box, I hereby attest and certify that the information on this form is complete and accurate. If selected, I will provide ALL supporting documentation required for verification.

If your business is selected, you will need to provide the following documentation and other documentation as required:

-- Have been operational since January 2020. This can be evidenced, at a minimum, by: a) filing(s) with the Ohio Secretary of State, such as articles of incorporation or other registration documents along with an Ohio Secretary of State Certificate of Good Standing; b) an Ohio vendor's license; c) Federal Schedule C - Profit or Loss from Business (Sole Proprietorship); or any other documents that demonstrate that the business has been in operation as a for-profit since January 2020.

-- Have less than \$2 million in gross revenue/receipts on an annual basis. This can be evidenced by records such as the business 2018 and 2019 federal income tax return or any other financial statements or records.

-- Must have experienced a decrease in gross revenue/receipts/deposits of 35% or more due to COVID-19 as evidenced when comparing March 1-April 30, 2019 revenue/receipts/deposits to revenue/receipts/deposits for March 1-April 30, 2020. This can be evidenced by financial information/records, including, at a minimum, bank statements.

-- Have no more than 50 employees or 1099 workers as of March 22, 2020. This can be demonstrated by forms such as 2019 Form W-3 (Transmittal of Wage and Tax Statement) or 2019 Form 1096 (Annual Summary and Transmittal of U.S. Information Returns) and payroll reports or checks that evidence number of workers as of March 22, 2020.

-- Business location in Clermont County, Ohio and the grant funding will be used for expenses for that business. This can be evidenced by records such as a mortgage statement, utility bill, insurance premium statement and property tax bills.