



# City of Blue Earth Coronavirus Relief Fund

## Small Business Grant Dollars Application

(Due September 28<sup>th</sup> to the EDA office or City Hall)

### OVERVIEW

The City of Blue Earth has allocated \$100,000.00 in CARES Act Funds to be distributed to businesses located within the city limits of the City of Blue Earth, Mn. These grants are designed to provide immediate relief to Businesses affected by the Covid-19 pandemic. These funds are to reimburse businesses for costs due to Covid-19 closures, business interruptions, or other negative impacts to your business due to Covid-19.

### PROGRAM POLICIES

Any business located within the city limits of the City of Blue Earth, Mn that was in existence as of March 17<sup>th</sup>, 2020 is eligible to apply. Grants will be made payable to the applicant in the amount of \$1000 to combat business interruption caused by Covid-19, from the period beginning March 17<sup>th</sup>, 2020 and ending November 15<sup>th</sup>, 2020. Applicant must be able to show how Covid-19 has impacted their business operations. Upon approval, applicant agrees to a financial audit, as well as submitting a final receipt of purchases made with the grant dollars by, December 31, 2020. Grants will be awarded on a first come, first served basis.

Examples of some possible eligible and ineligible expenses. This is not an all inclusive list, simply examples of possible expenses.

ELIGIBLE EXPENSES	INELIGIBLE EXPENSES
<ul style="list-style-type: none"> <li>• Outdoor Business operations-The cost of constructing outdoor facilities either temporary (i.e. tents) or permanent to allow service to customers with proper social distancing.</li> <li>• Signage-Acquisition of signage relating to the operation of the business in accordance with the Covid-19 guidelines.</li> <li>• Checkout counter modifications-Installation of screens, plexi-glass and buffers to allow for social distancing.</li> <li>• Computer Hardware-The cost for required computer hardware necessary to support remote work by employees.</li> <li>• Software-The costs of software purchased to support remote work by employees or upgrades to existing Internet presence to support expanded e-commerce.</li> <li>• Sanitation Supplies-Installation of enhanced sanitation equipment for employees or customers. Cost of disinfection supplies as well as supplies necessary for proper hygiene of employees and customers.</li> <li>• PPE (Personal Protection Equipment)-Cost to purchase necessary masks, gloves, face shields or protective garments.</li> <li>• Rent, Utilities, Mortgages</li> </ul>	<ul style="list-style-type: none"> <li>• Personal, non business related items.</li> <li>• Items paid for via alternative programs.</li> <li>• Expenses incurred outside of March 17<sup>th</sup>-November 15<sup>th</sup>, 2020.</li> <li>• Property Taxes</li> <li>• Any expense not connected directly to COVID-19 response.</li> </ul>



## **APPLICATION**

Name of Business: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

### **Reason for Application (select all that apply):**

- Utility bills, Rent or Mortgage
- BEVCOMM | Date \_\_\_\_\_ Amount \$ \_\_\_\_\_
  - Blue Earth Light and Water | Date \_\_\_\_\_ Amount \$ \_\_\_\_\_
  - Other \_\_\_\_\_ | Date \_\_\_\_\_ Amount \$ \_\_\_\_\_
- Sanitation or PPE supply purchases
- Date \_\_\_\_\_ Amount \$ \_\_\_\_\_
- Expenses of actions to facilitate compliance with Covid 19 related public health measures, ie: signage, check out counter modification, outdoor seating or outdoor business operations
- Date \_\_\_\_\_ Amount \$ \_\_\_\_\_
- Expenses related to paid sick and paid family and medical leave to employees to enable compliance with Covid 19 public health measures
- Date \_\_\_\_\_ Amount \$ \_\_\_\_\_
- Computer or Technology upgrades
- Date \_\_\_\_\_ Amount \$ \_\_\_\_\_
- Other (i.e. specific expense, project)
- \_\_\_\_\_
- Date \_\_\_\_\_ Amount \$ \_\_\_\_\_

**\*\*\*Please attach copies of receipts for payments already made\*\*\* ie. If you are claiming April's Blue Earth Light and Water bill, attach a copy of that bill to your application.**

## **INTENT**

I intend to use the grant dollars as follows:

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## SIGNATURES

Upon approval of this grant application, I agree to submit receipt of invoices paid proving how the grant dollars have been spent, by December 31, 2020. I also agree to a financial audit by the City of Blue Earth upon request.

I agree to spend the grant dollars as I have outlined above.

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner/President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Administrator

\_\_\_\_\_  
Date

Staff Recommendations:



Please Contact Amy Schaefer, Blue Earth EDA Specialist with any questions

Phone: 515-578-0096 email: [amy.schaefer@cedausa.com](mailto:amy.schaefer@cedausa.com)

Or stop in to the AG Center Suite 4