

Tallmadge Grow Inc. & Tallmadge Chamber of Commerce Small Business COVID-19 Relief Program

What it is

According to the U.S. Chamber of Commerce, 43% of small businesses surveyed believe that they have less than six months until a permanent shutdown is unavoidable. In response, the City of Tallmadge is working collaboratively with Tallmadge Grow, Inc., its Community Improvement Corporation and the Tallmadge Chamber of Commerce by creating the Tallmadge Small Business COVID-19 Relief Program. This unique funding opportunity is a community-based effort which will help provide critical resources to our local businesses which have been negatively impacted by the pandemic.

Information for Business Owners

The Tallmadge Small Business COVID-19 Relief Program (the “Program”) will provide financial assistance to small businesses within Tallmadge, Ohio which have experienced financial hardship as a result of the pandemic. Since this is a community-based effort, any assistance will be based on a first come and first serve, urgent need, and availability of funds. To be eligible for assistance, a business must meet the Program requirements.

General Description of the Program

Eligible businesses will be able to receive grant funds from the Program in order to assist with operating expenses incurred or paid after March 15, 2020, when the State of Ohio began the process of closing certain businesses within the State, and at which point several businesses were affected by both mandatory and voluntary closures, cancellations, and postponements of operations, activities, and events, both in and outside of Ohio, and substantial losses in revenue and costs were realized as a result of business interruption and broad economic impact of the pandemic. The maximum grant amount to be awarded per business is \$5,000.

Applicants must apply on the form attached to these guidelines and submit to the Grant Review Committee, which will review the same for completeness and compliance with the Program guidelines.

Program Guidelines

To be eligible for grant funds under the Program, businesses must meet the following requirements, as of March 15, 2020:

- Business must be located in Tallmadge, Ohio or the Tallmadge/Brimfield Joint Economic Development District.
- Applicant provides a narrative explaining how award fund will be used to help support ongoing business activities.
- Business must have a minimum of 5 but not more than 50 employees (1099 included).
- Business must be a retail, personal service or restaurant establishment.
- Business must have been negatively impacted by COVID-19 pandemic.
- Provide a profit and loss statement showing a reduction in revenue from 2019 to 2020 or 2020 to 2021. Alternatively, quarterly comparisons of 2019, 2020 and 2021 will be considered.

- Additional priority will be given to applicants whose business was ordered by the State of Ohio to close and/or had its operations limited.
- The business must operate for profit. Non-profit entities of any type are not eligible.
- The business may be a partnership or corporation.
- The business must be current on all City of Tallmadge and Joint Economic Development District income tax obligations.

Eligible Expenses

Examples of eligible expenses include, but are not limited to:

- Mortgage payments for the business' principal place of business. Mortgage payments for businesses that are located in an owner's primary residence are not eligible.
- Rent payments for the business' principal place of business. Rent payments for businesses that are located in an owner's primary residence are not eligible.
- Utility payments – electric, gas, sewer, water, trash removal – for the business' principal place of business. Utility payments for businesses that are located in an owner's primary residence are not eligible.
- Health, property and casualty and liability insurance payments.
- Salaries or wages of all employees employed by the business.
- Business upgrades including but not limited to new equipment, upgraded tools, software etc.
- Such other costs related to interruption of the business caused by required closures, including the closure of the business' suppliers and/or customers.
- Reimbursement for expenses incurred as a result of upgrading technology or retrofitting business areas so as to comply with COVID-19 restrictions.
 - ❖ *Grant Review Committee may request an applicant to provide additional documentation for purposes of ensuring funds are used on eligible expenses.*

Application and Award Process

Businesses that wish to apply for a grant from the Program shall submit a complete application in electronic format on the form prescribed. Applications may be filed from 8 am on Monday, March 22, 2021 until 4 pm on Friday, April 2, 2021. All applications received during this time will be reviewed by the Grant Review Committee. The Tallmadge Chamber of Commerce may require any business owner to complete any necessary documentation to determine if the grant to that business may be funded.

Nothing contained herein is intended to obligate or bind, nor shall it be construed to obligate or bind, Tallmadge Grow, Inc. or the Tallmadge Chamber of Commerce or any grantor of funds to the Program, to make, award, or fund any grant to any entity whatsoever, and no entity shall have any claim, action, or cause of action against Tallmadge Grow, Inc., the Chamber, or any grantor of funds for failure to make, award, or fund any grant. All determinations will be made with the best efforts of the Grant Review Committee and in the spirit of meeting the objectives of this program.

Tallmadge Grow, Inc. & Tallmadge Chamber of Commerce Small Business COVID-19 Relief Program Application

Application Date	
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APPLICANT INFORMATION

Contact Name		Title			
Address					
City		State		Zip Code	
Phone		Email			

BUSINESS INFORMATION

Business Name					
Owner(s)					
Date Established		Fed Tax ID			
Business Type	<input type="checkbox"/> Retail	<input type="checkbox"/> Personal Services	<input type="checkbox"/> Restaurant Establishment		
Profit/Loss Statements	<input type="checkbox"/> Attached Number of pages attached: _____				
Were you a previous recipient of a PPP loan?	<input type="checkbox"/> Yes <input type="checkbox"/> No				

PROPOSED USE OF FUNDS

Business Address	
Amount of Fund Requested	\$
Estimated Completion Date	
How Will Funds Be Used? Attach additional pages as may be necessary. Number of pages attached: _____	

JOBS/CURRENT PAYROLL/JOB CREATION INFORMATION

Current Number of Jobs	Full Time		Part Time	
Most Current Annual Payroll	\$			
Est. No. of Jobs at Project Completion	Full Time			
	Part Time			
	Total Retained			

SUBMISSION AND ACKNOWLEDGEMENTS:

- A. As an authorized agent of the applicant company, I hereby submit this application with the understanding that any false information will automatically deny the application and may subject the applicant to prosecution.
- B. I hereby certify the applicant company is current on all taxes and will remain current throughout the term of this Program.

Signature

Date

Print Name

Witness

Date

APPLICATIONS AND SUPPORTING DOCUMENTATION MUST BE SUBMITTED AND RECEIVED NO LATER THAN FRIDAY, APRIL 2, 2021 AT 4 pm by mail or email to:

Attn: Tallmadge Grow, Inc. & Tallmadge Chamber of Commerce Small Business COVID-19 Relief Program, 80 Community Rd., Tallmadge, OH 44278 OR becky@tallmadgechamber.com

GRANT REVIEW COMMITTEE USE ONLY:

RECEIVED BY: _____

DATE RECEIVED: _____