

The City of Ramsey Small Business Relief Grant Program

The City of Ramsey will offer a small business relief grant program to support local businesses impacted by COVID-19. Grants will be awarded in an amount not to exceed \$10,000. Applications will be accepted electronically during a 14 day time frame beginning _____ at which time the City will evaluate the applications. Grants will be awarded to businesses that have proven hardship due to Covid-19 and have incurred, or will incur additional related expenses. There is a limited amount of funds for this program and in the event that the City receives more eligible applications than grant funds available, awards will be selected randomly based on the criteria below.

Grant Amount:

Grants will not exceed \$10,000 to cover eligible expenses incurred as a result of the COVID pandemic after March 1, 2020 (see list of eligible use of grant funds below). Recipient must submit a list of COVID related expenditures during the application review process.

.Grant funds awarded must be spent by October 31, 2020 and the expenses documented by the City by November 15, 2020.

Eligibility Criteria:

- Applicant must be locally owned and operated with a physical establishment in The City of Ramsey. If there is a parent company or a second location outside of The City of Ramsey, only the entity located in The City of Ramsey will be eligible.
- Applicant must be able to demonstrate financial hardship as a result of the COVID-19 outbreak.
- Applicant entity must be majority owned by a permanent resident or corporation of Minnesota.
- Applicant must be in good standing with the Minnesota Secretary of State and the Minnesota Department of Revenue as of January 1, 2020. If there is an issue pending with the Minnesota Secretary of State, Applicant may still apply for the grant, but will need to demonstrate the issue has been satisfactorily resolved in order to be eligible and receive grant funds.
- If required, Applicant must be licensed.
- Applicant must be compliant with city ordinances, current with city utilities and charges, and in good standing.
- Applicant must be current on property taxes as of January 1, 2020.
- Applicant must employ 30 FTE or less employees as of January 1, 2020.
- Applicant must have been in operation from January 1, 2019 through the application date.
 - The City of Ramsey will not disqualify an applicant if there was an ownership change and the business remained in operation prior to application.

- Applicant must disclose all federal, state or local grant or loan applications for which applicant has applied which has been received or remains pending at the time of application.

Ineligible Businesses

- Do not have a physical address within the City of Ramsey
- Applicants who have previously received federal, state or local grants for the same expenses
- Multi-state chains are generally ineligible except for locally owned franchisees.
- Businesses that primarily derive income from gambling or adult/use entertainment.
- Home-based businesses are generally ineligible except for in-home licensed childcare providers.
- Businesses that derive income from passive investments; property rentals or property management; billboards; or lobbying.
- Have no current or historical financial statements.
- Non-profit organizations

Examples of Eligible Usage of Grant Funds

1. Commercial lease or mortgage payments.
2. Accounts payable (AP) if the AP is a COVID-19 related expense incurred since March 1, 2020.
3. Payroll, unless the business received Paycheck Protection Program (PPP) funds or pandemic unemployment insurance (UI) to assist with payroll expenses incurred after March 1, 2020.
4. Reopening costs or safety improvement costs expended since March 1, 2020 (i.e. outdoor seating, plexiglass, cleaning products, re-staffing costs, etc.)
5. Operating utilities or fees for those facilities interrupted or forced to shut down incurred after March 1, 2020.
6. Payment of taxes or government utilities or fees are **ineligible**.

The categories outlined above are intended to be general guidance. Final grant decisions will be made by the City Council and / or its designee after a thorough review of all application factors. After the initial application review and/or funding round, the City of Ramsey reserves the right to amend any criteria for eligibility as needed to best address the impact of the current pandemic.