

# Nodaway County, Missouri

## CARES Small Business Relief Program

Application period is through September 15, 2020

The Nodaway County Commission recognizes the negative impact that COVID-19 has had on small businesses in the county. We have established a grant relief program in order to provide economic support to small businesses in connection with COVID-19 and as provided for the federal CARES Act. Every business is important to us. Nodaway County has received Coronavirus Relief Funds that it is making available, on an application basis, to eligible entities for necessary expenditures or losses incurred due to the public health emergency. The small business grants to be awarded will be capped at \$5,000.

### **Funds may only be used to cover:**

- Expenditures related to business interruption caused by required closures by State or City Order related to the Coronavirus Disease 2019 (COVID-19)
- Expenditures associated with costs to operate businesses under State or City guidelines such as PPE and other modifications necessary to conduct business
- Expenditures incurred during or to be incurred the period that begins on March 1, 2020
- Documented lost revenue due to COVID-19 required closure because of state and/or local requirements.  
The requirement that expenditures be incurred as a result the public health emergency means that expenditures must be associated with actions taken to respond to the COVID-19 public health emergency or that documented losses were directly incurred due to COVID-19.

### **Program Eligibility**

The program funds are limited. These funds will be allocated to eligible and qualified small businesses based on availability of funds received by the County, and the County's criteria. Applications and supporting documentation are required for review and approval. All grant applications are due by close of business on September 15th. Submission of an application does not guarantee approval for funds, nor does it guarantee the approval of the requested amount.

### **To be eligible, businesses must meet all of the following requirements:**

- Must be a for-profit, nonprofit, independently owned business or independently operated franchise, physically located within the borders of Nodaway County, Missouri.
- Must employ between 1 and 40 full-time employees. Owners are included in employee count (sole proprietorships are eligible).
- Must provide proof of a business hardship created by COVID-19 (i.e. business closure as defined by State or City Order, employee layoffs, purchase of added safety items, added expenses due to COVID-19, etc.).

- Must use funds for ongoing business operational needs related to COVID-19, which were not budgeted in 2020, such as utilities (electric, gas and water), materials, supplies and services.
- Must be in compliance with local, state, and federal non-discrimination policy, and overall good standing with city and county service providers as of February 1, 2020 (e.g., current on utility bills, no liens or judgments from any governmental agency, and prior year(s) property taxes, state and federal taxes).
- Nodaway County may request additional information as necessary.

Please complete the attached application and provide applicable copies of required documentation by email or mail by September 15, 2020.

Email: nodcollector.treasurer@gmail.com

Mail: Nodaway County Treasurer  
403 North Market St., RM 204  
Maryville, MO 64468

**The following businesses will not be considered eligible to request assistance under the relief program:**

- Lending institutions
- Sporting venues
- Tax receiving entities
- Corporately Owned Chain Stores/Business

**Nonexclusive examples of ineligible expenditures:**

The following is a list of examples of costs that would not be eligible expenditures of payments from the Fund.

- Expenses that have been or will be reimbursed under any federal program, such as the reimbursement by the federal government pursuant to the CARES Act of contributions by States to State unemployment funds.
- Expenses for the State share of Medicaid
- Damages covered by insurance
- Reimbursement to donors for donated items or services. Workforce bonuses other than hazard pay or overtime
- Severance pay
- Legal settlements

# Nodaway County CARES Small Business Relief Grant Application

Application due: September 15, 2020

Submission of an application does not guarantee approval for funds

Business Legal Name		DBA or Tradename (if applicable)		
Business Address		Business TIN (EIN, SSN)	Business Phone	
		Primary Contact	Email Address	
Total amount requested (Maximum \$5,000)		Number of Employees (1-40)		
		Full-time	Part-time	
Purpose of the grant expenditures (select all that apply): <input type="checkbox"/> Employee Expenses <input type="checkbox"/> Lease/Mortgage <input type="checkbox"/> Utilites <input type="checkbox"/> Other (explain):				
<b>Applicant Ownership</b> List all owners of the business, attach a separate sheet if necessary.				
Owner Name	Ownership	TIN (EIN, SSN)	Address	
Questions			YES	NO
Has the Applicant received a Paycheck Protection Program loan, EIDL, COVID related unemployment, COVID related tax credits or similar program? If yes, applicant must provide documentation showing the amount of funds received and planned use of the funds with proposed timeline.				
Is the Applicant or any owner of the Applicant presently suspended, debarred, proposed for debarment, declared ineligible, voluntarily excluded from participation in this transaction by any Federal department or agency, or presently involved in any bankruptcy?				

Has the Applicant, any owner of the Applicant, or any business owned or controlled by any of them, ever obtained a direct or guaranteed loan from SBA or any other Federal agency that is currently delinquent or has defaulted in the last 7 years and caused a loss to the government?		
Is the Applicant a minority or woman owned business?		

PLEASE DESCRIBE YOUR BUSINESS

THE COVID-19 IMPACT – Please, describe how COVID-19 has impacted the business.

Please provide direct economic impact.

**SUPPORTING DOCUMENTATION**

Please provide documentation which supports the business' losses. At a minimum, the following documents must be included:

- Copy of Valid Business License (City and County)
- Copies of Paystubs for Employee Relief (beginning March 1, 2020 to December 30, 2020)
- Copies of current utility bills (beginning March 1, 2020 to December 30, 2020)
- Copies of rent/mortgage payment (beginning March 1, 2020 to December 30, 2020)
- Proof of business physical address
- Proof of lost revenue (year to year comparison, cancelled contracts, delayed appointments, etc.
- COVID-19 funds received, with plan use and timeline
- Completed Form W-9 <https://www.irs.gov/pub/irs-pdf/fwg.pdf>

Additional documentation which may be required to verify your request.

<b>CERTIFICATIONS AND SIGNATURE -</b>	
	<p>I certify expenses submitted have not been, and will not be reimbursed under any federal program, such as the reimbursement by the federal government pursuant to the CARES Act of contributions by States to State unemployment funds.</p> <p>I certify that applicant and/or applicant's affiliates have not received CARES Act funding from another county.</p>
	I confirm that my business is engaged in activities that are regulated within Nodaway County.
	I acknowledge and agree that, to fullest extent permitted by law, I shall forever RELEASE, HOLD HARMLESS, DISCHARGE and AGREE TO DEFEND AND INDEMNIFY, the COUNTY of Nodaway, from any liabilities, claims, demands, or causes of action that they may hereafter have, without limitation, for personal, bodily, or mental injuries, property damages, economic losses, attorney's fees, or any other type of injury or damage arising out, resulting from, or in connection with, this application.
	I agree to document and report economic impact achieved as a result of the program, including but not limited to, jobs created, jobs retained, increased sales, and access to capital.
	I agree to provide additional documentation upon request to help verify the economic hardship suffered as a result of COVID-19, including tax returns, financial statements, and other financial data.
	<p>I hereby certify that the information provided, contained herein and attached hereto is accurate and correct to the best of my knowledge.</p> <p>I agree to reimburse Nodaway County in the event that the funds are not used by the organization as promised or it is determined that any of the information provided in obtaining this grant is false or fraudulent</p>
SIGNATURE	DATE
<b>Verification (County Use Only)</b>	
Current on Taxes (Business and Personal):	Yes                      No
Amount Approved: \$	Date Approved:
Chris Burns	Bill Walker                      Robert Steins
<b>GRANT APPLICATION SUBMISSION</b>	
Please submit the application and required paperwork by mail or email:	
Mail: Nodaway County Treasurer 403 N. Market St., RM 204 Maryville, MO 64468	Email: <a href="mailto:nodcollector.treasurer@gmail.com">nodcollector.treasurer@gmail.com</a>