



# Emergency Relief Small Business Grant Program



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# About the Program

- Small Business Emergency Grant Program
- **\$5,000 grants**
- Precedence for businesses that were deemed non-essential and have been forced to shut down by the state or local government
- Application period:
  - Opens 8 am, Wednesday, June 17
  - Closes 5 pm, Friday, June 19



# About the Program

Open to Small Businesses:

- A for-profit business
- Physically located in Los Alamitos
- That have experienced financial hardship causing business interruption due to COVID-19
- Who have not received any Federal or State Disaster Assistance funding
- With a minimum of 2 employees but no more than 25 employees (Full time or part time); excluding owner



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# Must be Affected by COVID-19

Must prove that your business has been negatively affected by COVID-19 in **one** of the following ways:

- The business has been deemed non-essential and has been forced to shut down by the state or local government
- Sales from the business are down more than 25% compared to the previous three months (Prior to February 15, 2020)
- The business has had to lay off at least one of its employees (full- or part-time employee); OR
- One or more of the employees in the business have contracted COVID-19, while at work



# Additional Eligibility Requirements

- A for-profit business
- Physically located in Los Alamitos
- Located in a commercial or industrial space; or has a leased space
- Active business license for a minimum of six (6) months
- Minimum of two (2) employees, no more than 25 employees (Full time or part time;) excluding the owner



# Additional Eligibility Requirements

The business must:

- Be in good standing with the city
- Certify that as of the date of the application they have not received or are unable to access capital through alternative sources:
  - Economic Injury Disaster Loan (EIDL) or
  - Paycheck Protection Program (PPP)
- Submit the application and all required supporting documentation



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# What Can the Grant be Used For?

Eligible activities include fixed business expenses:

- Payroll
- Rent or mortgage expense
- Utilities
- Inventory
- Personal Protection Equipment (PPE)
- Business Insurance



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# Ineligible Businesses

- Accessed other Federal COVID-19 funding such as the SBA's Disaster Loans or Paycheck Protection Program loans
- Non-Profit or public entities
- Publicly Traded
- Franchise
- Home based businesses
- Businesses with less than 2 employees
- Businesses with more than 25 employees
- New/Startup Businesses (with less than six month of operating history as of June 1, 2020)
- Residential or real estate projects including short-term rental operators
- Adult-entertainment related businesses
- Gambling businesses
- Cannabis/Cannabis-related





# Where and When to Apply

## Online Application

### When

- Opens on Wednesday, June 17<sup>th</sup> at 8 am
- Closes on Friday June 19<sup>th</sup> at 5 pm

### Where:

- [cityoflosalamitos.org/resources-for-businesses/](http://cityoflosalamitos.org/resources-for-businesses/)

**Late applications won't be accepted!**



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# Selection Process

- Application period closes June 19, 5 pm.
- If the number of applications exceeds funding availability, all qualified applicants will be selected via lottery
  - Lottery to be planned for Tues June 23
- Selected businesses will be notified beginning June 24, 2020



# What If I Am Selected?

## Additional Documents Needed within 14 business days of notification:

- 2019 business tax returns or interim returns (if 2019 not filed, 2018 business tax returns)
- Bank statement for May 2020
- Current City of Los Alamitos Business License
- 2019 and 2020 – Form 940 and Form 941 report for employment verification
- Copy of lease/grant deed demonstrating proof of commercial/industrial business address



# Contact Information

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# Q & A

- City of Los Alamitos \$5,000 Small Business Emergency Grant Program
- Business Must Have Been Affected by COVID-19
- Applications Open at 8:00 am on Wednesday, June 17; Close at 5 pm on Friday, June 19
- Selected Businesses Will Be Notified June 24
- Selected Grantees Will Have Additional Documents to Turn In
- For More Information, Please Visit: [cityoflosalamitos.org/resources-for-businesses/](https://cityoflosalamitos.org/resources-for-businesses/)

