

## ***Beeville CARES Small Business/Non-Profit Grant***

### ***Phase III***

#### **What is the *Beeville CARES Small Business Grant*?**

The City of Beeville will invest \$186,000.00 into small businesses, non-profit organizations, as well as Beeville ISD, as part of *Beeville CARES*, a broad relief program supporting the needs of small business owners and non-profit organizations in response to the pandemic that are located within the Beeville City Limits. This one-time grant places emphasis on small businesses and non-profit organizations that have been negatively impacted by the global pandemic. Funding for this program is made available through the [Federal CARES Act](#).

The City of Beeville staff and council are making every effort to disburse grants in a timely manner while following U.S. Department of Treasury funding requirements. **The online application portal for *Beeville CARES Small Business Grants* is scheduled to launch Tuesday, November 18th, 2020 at 10AM. Interested applicants are strongly encouraged to prepare for the application process by compiling required documents and application content prior to the portal launch in order to expedite the process. Grants for this program will be awarded on a first-come, first-served basis.**

#### **How do I apply for the *Beeville CARES Small Business/Non-Profit Grant*?**

All small business and non-profit applications will be accepted through the *Beeville CARES* portal, an online application that will launch on **Wednesday, November 18th, 2020 at 10AM.**

#### **How Much Money Can My Business Receive?**

Grants will be awarded based on a loss of 25% or more of revenue during the period beginning March 1<sup>st</sup> - the time the grant application is submitted:

#### **Eligibility for Non-Profits**

A nonprofit organization may apply if:

1. was in existence on February 1, 2019
2. is either (a) an organization that is exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the Code) or (b) a war veterans' organization exempt under section 501(c)(19) of the Code, and
3. has 20 or fewer full and/or part-time employees

## **Grants will be awarded based on economic impact due to the pandemic for:**

- Small businesses with 1 – 20 employees
- Non-Profit Organizations

## **What documents are required in order to apply?**

The following documents are required for **small businesses** in order to complete the application:

- **Signed W-9:** The business name on the W-9 must match the business
- **Texas Identification:** A scanned copy of the front of your Texas driver's license or identification card. The name on the ID must match the name submitted on the online application, *as well as* one of the names associated with the business.
- **Proof of Economic Impact Due to COVID-19.** This can be:
  - Quarterly Profit & Loss (P&L) statements from *both* January – March 2019 and April – June 2019 and statements from *both* January – March 2020 and April – June 2020

## **How Do I Know If My Business is Eligible?**

In order to receive funding, your business must be:

- **A for-profit business.** *Not-for-profits are not eligible for this grant*
- **A privately held company.** *If members of the public can buy shares of your company on an open exchange market (NASDAQ or NYSE), your business is publicly traded and, therefore, not eligible for this grant*
- **In operation before January 1, 2020.** *Businesses incorporated after January 1, 2020 are not eligible*
- **Legally registered, fully licensed (as required by applicable law), and up to date on tax payments/filings.** *If your business holds all licenses required by the City of Beeville and the State of Texas, has filed the necessary tax documentation, and has paid all business taxes, your business is eligible*
- **Principally based in the City of Beeville?** *If your business' main physical location is within the boundaries of Beeville City Limits, your business is eligible*
- **A recipient of less than \$100,000 of assistance through the Federal Paycheck Protection Program.** *If your business received more than \$100,000 through the PPP, your business is not eligible for this grant*

## **Non-Profit Organizations**

**The tax-exempt organization will need to submit:**

- state income, payroll, and unemployment insurance filings;

- documentation, including cancelled checks, payment receipts, transcripts of accounts, or other document verifying payments on covered mortgage and lease obligations and utility payments;
- certification from an authorized representative that the documentation is true and correct and the amount which is requested was used for expenses incurred due to Covid-19

### **What Information Will I Be Asked to Provide on the Application?**

- Applicant name/Title or Role in Business or Non-Profit
- Email address
- Phone number
- The legal business name that matches the legal, registered business or non-profit name in the Bee County Clerk's office or the Texas Secretary of State office
- Business/Non-Profit address: Applicable business/non-profit must be the principal location in the City of Beeville, even if there are multiple business/organization locations
- Taxpayer Identification Number or Social Security Number found on tax returns or other forms filed with the IRS or Tax Exemption Number
- Business legal entity type:
  - *Individual - Sole Proprietorship – owned by one single person only but is not a Limited Liability Company (LLC)*
  - *Individual – Single Owner LLC – owned by one single person and are a Limited Liability Company (LLC)*
  - *Corporation – C Corp – recognized as a separate taxpaying entity that conducts business, realizes net income or loss, pays taxes and distributes profits to shareholders*
  - *Corporation – S Corp – specific type of corporation recognized by the IRS*
  - *Limited Liability Corporation (LLC) – allows certain protection from personal liability for business debts and claims for two or more owners*
  - *Partnership – A Partnership includes the ownership of a company by two or more owners that has not been incorporated*
  - *Tax Exempt – State filing designating the organization as a non-profit*
- A narrative description of how your business or non-profit organization was impacted by COVID-19, to include a list of planned expenses and must provide the expense type, description, and dollar amount

### **How Can This Grant Be Used?**

#### **Applicable business expenses include:**

- Rent or mortgage costs for the business location

- Utility cost for the business location
- Investments to meet reopening guidelines, such as purchasing Personal Protective Equipment (PPE) and other workplace improvements directly related to mitigating the spread of COVID-19
- Remote access equipment, such as computers, software, and printers for employers to enable telecommuting to allow for social distancing
- Internet-based communications and service delivery technology that helps directly address customers and/or employees in response to new work schedules & service/product delivery

**How will grant funds be prioritized?**

Available funds for the *Beeville CARES Small Business/Non-Profit Grant* Phase III will be awarded to qualified applicants on a first-come, first-served basis until all funds are allocated.

**SMALL BUSINESS GRANTS/NON-PROFIT ORGANIZATIONS: PHASE III**

**The application period for PHASE III for the Beeville CARES SMALL BUSINESS/NON-PROFIT GRANT runs from November 18<sup>th</sup>-November 30<sup>th</sup>,2020.**

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Please complete this application and attach any relevant documentation and return this application to the Bee Area Partnership Office no later than November 30th, 2020.

Any questions may be directed to Marisa "Yvette" Utley, Lone Star Strategy Group, LLC at (361)960-9090 or yvetteutley@gmail.com.

Bee Area Partnership  
120 N. Washington St.  
Beeville, Texas 78102

\_\_\_\_\_  
Name of Business/Non-Profit

\_\_\_\_\_  
Business Identifier (State of Texas File #, DBA, EIN, etc.)

\_\_\_\_\_  
Business Address/Non-Profit

\_\_\_\_\_  
Applicant's/Owner's

Type of Business:

- Sole Proprietor/DBA
- Partnership
- Limited Liability Company/Corporation

How many full-time employee's does your business have?

\_\_\_\_\_

Did your business have to close due to COVID-19?

Yes \_\_\_\_\_

No \_\_\_\_\_

Please indicate the following monthly expanses and any other expenses your business incurred as a result of COVID-19:

Rent/Mortgage (include only if your business had to close)

Utilities (include only if your business had to close)

PPE (Masks, gloves, hand sanitizer, plexiglass, etc..)

Please list any other qualifying expenses and provide receipts or verification:

If you are a sole proprietor and are not able to receive unemployment benefits, please state the reason and provide an estimated loss of wages.

**TOTAL**

Has applicate received any other governmental funds for the above listed expenses?

Has applicate received any other federal governmental (SBA/PPP).

Yes \_\_\_\_\_

No \_\_\_\_\_

