**COVID-19** **SMALL BUSINESS**

**GRANT APPLICATION**

**Eligibility:** Any retail, restaurant, or service business within the Brew City Match program area is eligible to apply. To determine if you are in the program area visit [www.brewcitymatch.com/resources](http://www.brewcitymatch.com/resources) and review the map.

**Use of Grants:** Funds may be used for either rental assistance or to meet payroll for current employees.

**How to Apply:** Mail completed applications along with required documentation to info@brewcitymatch.com.

**Review Process:** Applications will be accepted on a rolling basis. Businesses will be notified within five business days on the status of their application.

**Contact Name:** **Business Name:**

**Business Address:**

**Phone Number:** **Email:**

**Amount Requested** (max $1,200):

**Intended Use of Funds:**

**󠅅 Rent**

**󠅅 Payroll for Existing Employees**

**How has your business been impacted by COVID-19:**

**Tell us a little bit more about your business:**

Business type: 󠅀󠅀 Retail 󠅀 Restaurant 󠄹 󠅀󠅀 Service

Brief description of your business:

# of Employees on December 31, 2019: (full-time) (part-time)

# of Employees on March 30, 2020: (full-time) (part-time)

Annual Sales Revenue in 2019:

What is your gross annual income?

Do you rent or own your property? 󠅀󠅀 Rent 󠅀 Own

Monthly Rent or Mortgage payment:

Is your business women owned? 󠅀󠄹 Yes 󠄹󠄹 No

Is your business minority owned? 󠅀󠄹 Yes 󠄹󠄹 No

**Required Documentation:**

* If applying for rent assistance you must submit this form with a copy of your lease, along with a signed W9 form.
* If applying for payroll assistance you must submit this form with a copy of your payroll ledger or signed timesheets that indicate pay rate and total hours worked along with a signed W9.
* If awarded a grant you will be required to provide proof of payment along with a signed letter from the property owner indicating they are aware that the business received a grant through Brew City Match. You will have 30 days to provide this documentation.

**Send all documents to** **info@brewcitymatch.com****. Applications will be reviewed as they are received. Businesses will be notified of their application status within five business days.**

**For Reviewers:**

Date: \_\_\_\_\_\_\_\_\_\_ BID: Documentation Provided: 󠅀󠅀 Yes 󠅀󠅀 No

Notes:

Reviewers Name: Approval Status: \_\_\_\_\_\_\_\_\_ Amount: