



Downstate Small Business Stabilization Program

Apply at www.gpcovid.com by Friday June 5, 11:59 p.m.

Who is Eligible?

Distressed small businesses in Tazewell County are eligible. The grant is focussed on “non-essential” businesses that were forced to close in April 2020, without the ability to work remotely, due to the Governor’s Stay-At-Home executive order. The only exception to this is bars and restaurants that continued to offer food to go, which remain eligible. **Businesses that could remain open or had the ability to work remotely but whose revenue was impacted are unfortunately not eligible.** A business may still apply if they will be allowed to partially reopen under the *Restore Illinois* plan. The key measure of eligibility is status in April 2020. Businesses must have at least one W-2 employee other than the owner but fewer than 50 employees total. Businesses must have been in operation, with the same ownership, since at least January 1, 2017 to qualify.

Grant Summary

The Downstate Small Business Stabilization Program offers grants of up to \$25,000 to cover the cost of 60 days of working capital to businesses economically impacted by the COVID-19 virus. The program’s chief goal is to assist businesses to reopen after the shutdown is lifted, or in the case of some bars and restaurants, remain open. Interested businesses do not apply directly to the state but will apply through Tazewell County. Tazewell County will coordinate the request for these funds on behalf of businesses who submit complete applications.

What can grants be used for?

- The program makes funds available for 60 days of verifiable working capital, up to \$25,000 maximum.
- CDBG funds may not be a substitute for available private debt or cash equity.
- Only applicants that can demonstrate an Urgent Need in relation to the COVID-19 emergency will be funded.
- For currently operating businesses, owners must commit to retaining permanent jobs for at least 60 days after the grant award. For closed businesses, owners must commit to reopening within one year of the grant award and re-employ permanent jobs.
- An agreement between the business and Tazewell County will require repayment of misspent funds or any other violation.
- Costs incurred prior to the date of grant award are not reimbursable under this grant program.

How much money is available?

Grants of up to \$25,000 per business will be available. This is an ongoing, statewide program that will be available until the funds run out. Per state rules, Tazewell County will hold a web-based public hearing and special board meeting to discuss and resolve support for qualifying applications. Applications will then be forwarded to the state for final determination.

How soon will businesses receive funds?

DCEO's goal is to issue grant notices and make funds available within 30 days of application receipt.

Submission Requirements:

- Business FEIN #, DUNS and SIC (resources available to help you find this on the website).
- Verification of Good Standing with the Secretary of State (printed from their website). This is not applicable for Sole Proprietorships.
- Net income for the last three fiscal years beginning January 1, 2017 and ending December 31, 2019. Three years of ending cash balances must be provided for each fiscal year, as well as the current cash balance.
- Identification of income and expenses for January 2020.
- A copy of the most current bank statement for the business.
- If available, other forms of documentation to demonstrate the lack of permanent working capital in support of operating expenses. Such evidence may include shutoff utility notices, delinquent bills, denied loan applications, etc.
- A listing of all employees as of December 31, 2019, and hired after January 1, 2020 and their status.
- Disclosure of previous bankruptcy and current/pending lawsuits.
- Demonstration of need, defined as the inability of the company to sustain normal operations without working capital. Describe in sufficient detail the need for the assistance and the specific role of CDBG funding, including any other options which have been pursued. The discussion should also address why other financing options could not be obtained or are not feasible and repercussions if funding is denied.

A financial review will be conducted by DCEO to ensure that CDBG funds are not being substituted for available private debt financing or equity capital and that CDBG funds can address the company's need to provide adequate working capital in addressing current and future needs, like payroll, operating needs and short-term liabilities.

PLEASE NOTE: Because these are public funds, all information submitted in this application, including financial information, is subject to publication as part of the application process and/or subject to disclosure under the Freedom of Information Act. There is no exception to this rule. Businesses who do not wish this information to be disclosed should not complete an application.

Grant Reporting:

This will include but is not limited to quarterly financial and performance reports, closeout report, and documentation of the project's impact including job creation.

Application Process:

Tazewell County will apply on behalf of a business after the business has completed all of the necessary application items. **Business owners will be able to complete an online application hosted by Greater Tazewell EDC at www.gpcovid.com. The application portal will close at 11:59 p.m. on June 5.** Awarded funds will be received by Tazewell County for disbursement to individual businesses approved by the state. A participation agreement between the business and Tazewell County will govern use of funds and any events that would trigger repayment.

Questions should be submitted to bizinfo@greaterTazewelledc.org.