



Restaurant Grant Relief Program:

Funds to support Dorchester County restaurants that have experienced a COVID-19 disruption. Applications will be available on the Economic Development Website or in paper form at the Economic Development office until Nov 13th. Eligible businesses will receive \$10,000 for qualifying expenses.

Eligibility

- Must be in Good Standing with the state of Maryland and Dorchester County
- Have a physical address in Dorchester County
- Must demonstrate pandemic business interruption shown through internal sales records to compare between periods

Qualifying Expenditures:

- Working capital, such as rent, payroll, and job training
- Purchase of equipment and services to expand outdoor dining, such as tents, heaters, warmers, and carts
- Infrastructure improvements, such as HVAC system upgrades
- Technology to support carryout and delivery
- Purchase of PPE and disposable food containers and utensils
- Sanitization services

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104 Tech Park Drive, Suite 41 | Cambridge, MD 21613 | (410) 228-0155
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Instructions - Please read and review all content carefully before submitting. All sections of the application **must be completed** or will not be considered.

GRANT APPLICATION FORM

Section 1

Company/Business Section:

Date: _____

Business Name: _____

Business Address: _____

City: _____ State: _____ Zip Code: _____

Postal Address (if different): _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Fax: _____ Mobile: _____

Email: _____

Nature of Business: _____

Owner(s) Name: _____

Taxpayer Identification Number (TIN): _____

Business Premises: Owned Rented Mortgaged

Details of Ownership: Sole Trader Partners LLC Corporation

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Section 2

Application Questions:

1. Does your business have between 1-50 employees? ___ Yes ___ No How many? _____
2. Was the business established before February 2020? ___ Yes ___ No
3. What date was your business founded? _____
4. Is your mailing address different from your physical address? ___ Yes ___ No

Address _____

5. Have you applied for Federal Assistance and how much did you receive?
___ Yes ___ No \$ _____
6. Have you applied for State Assistance and how much did you receive?
___ Yes ___ No \$ _____
7. Who is the primary contact for your business? _____
8. What is your business 6-digit NAIC Code? _____
9. Do you have any outstanding judgments? ___ Yes ___ No

Please explain _____

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12. Do you have any delinquent taxes? ____ Yes ____ No

Please explain _____

13. Are you in good standing with the state and county? ____ Yes ____ No

14. Please give narrative of business disruption: _____

15. How will the grant funds be used? BE SPECIFIC

Please explain _____

Section 3
Application Documents:

2019 Tax Returns, 2019 Profit and loss statement, or Schedule C

2019 W-9 IRS Form

Monthly operating expenses and revenues for 2020 relative to 2019

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Section 4

Affirmation and Certification:

I affirm and certify that all the information and answers to questions herein are complete, true and correct to the best of my knowledge. I understand that any misrepresentation, falsification, or omission of any facts called for in the application may render this application void and will be cause for rejection.

Signature: _____ Date: _____

Title: _____

Section 5

Final Report

A final report is due 60 days after receipt of funding. Please include a narrative explaining the use of funds with a list of expenditures along with any other supporting documents. Additional documentation may be required.

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Section 6

Survey Questions:

How many full-time employees did you have before _____ during _____ and after _____ COVID?

What best describes your industry?

(Please Choose One)

- Agriculture, Forestry, Fishing, and Hunting
 - Utilities
 - Construction
 - Manufacturing
 - Wholesale Trade
 - Retail Trade
 - Transportation and Warehousing
 - Information and Cultural Industries
 - Professional, Scientific and Technical Services
 - Administrative and Support, Waste Management and Remediation Services
 - Educational Services
 - Health Care and Social Assistance
 - Arts, Entertainment and Recreation
 - Accommodation and Food Services
 - Other Services (except public admin), please specify
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Today, what is your general view of the COVID-19 impact on Local health?

___ _ No Response ___ _ Minimal ___ _ Moderate ___ _ Significant

Today, what is your general view of the COVID-19 impact on the Global economy?

___ _ No Response ___ _ Minimal ___ _ Moderate ___ _ Significant

Today, what is your general view of the COVID-19 impact on the Local economy?

___ _ No Response ___ _ Minimal ___ _ Moderate ___ _ Significant

Has COVID-19 impacted your business?

___ Yes ___ No ___ Unsure

If Yes, how?

(Please select all that apply)

- We are seeing a reduction in revenues/sales
- We are experiencing employee absences due to voluntary self-quarantines
- We are experiencing employee absences because we're encouraging them to work from home –but staff are still working
- We are experiencing employee absences because they must look after children (whose schools have closed) or loved ones who are ill
- We have reduced our staff due to the difficulties of running the business due to loss of customers or other reasons
- We are experiencing disruptions in the services/supplies/material we depend on to our business (i.e., imported products, contractor availability, other services etc.)
- We are experiencing cancellations of important meetings, gatherings or events that we depend on
- We have had to cancel our own meetings, gatherings or events
- We have had to temporarily/indefinitely shut down our office(s)

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- We are postponing or canceling staff travel
 - We are unable to move or ship our own goods due to disrupted supply chains
 - We are experiencing a decrease in demand for products and services
 - We are experiencing an increase in demand for products and services
 - Heightened public fear/caution is causing customers to avoid our location or services
 - Other, please explain
-

If COVID-19 is reducing your revenues/sales, by how much?

___ No Response ___ 1-10% ___ 11-20% ___ 21-30% ___ 31-40% ___ 41-50% ___ Over 50%

In response to COVID-19, do you plan to do any of the following?

Remap/re-source supply chain

___ No Response ___ Not likely ___ Somewhat likely ___ Very likely ___ Certain

Change customer marketing and sales efforts

___ No Response ___ Not likely ___ Somewhat likely ___ Very likely ___ Certain

Curtail general burdens/expenses

___ No Response ___ Not likely ___ Somewhat likely ___ Very likely ___ Certain

Increase Debt

___ No Response ___ Not likely ___ Somewhat likely ___ Very likely ___ Certain

Certain Reduction of workforce

___ No Response ___ Not likely ___ Somewhat likely ___ Very likely ___ Certain

Cancel or curtail business travel

___ No Response ___ Not likely ___ Somewhat likely ___ Very likely ___ Certain

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