

Medford Small Business Relief Fund Application

To provide emergency assistance to small local businesses in Medford adversely impacted by the COVID-19 pandemic, the Medford Small Business Relief Fund will provide grants of up to \$5,000 to small businesses most in need of support. Grant awards will be determined at the time applications are received based upon funds available and may be calculated on a percentage basis. Application forms will be accepted beginning September 1, 2020 through September 30, 2020 at noon.

Businesses must meet all of the criteria listed in the Medford Small Business Relief Fund Guidelines to be eligible.

First Name:

Last Name:

Phone Number:

Email:

Legal Name of Business:

Business City:

Business State:

Business Zip:

Legal Structure:

Corporation For-Profit

Limited Liability Company (LLC)

Partnership

Cooperative

Sole Proprietor

Other: _____

Grants are up to \$5,000 and must be supported by evidence of expenses paid by your business from March 15, 2020 through August 31, 2020.

Grant amount requested (\$):

Type of Business/Industry:

Total Revenue Your Business Earned in 2019 before any expenses:

Please provide a narrative description and calculations of the direct and indirect ways that COVID-19 has impacted your revenue to-date and projected revenue, including how you arrived at your answer to the previous question. Applicant must provide documentation of business revenue (e.g. tax return, prepared financial statements, or any such records that can verify COVID-19's impact upon the business). Applicant must provide proof of eligible expenses (e.g. mortgage, rent, utility statements, and other business related expense records that can verify COVID-19's impact upon the business).

***Attach a narrative description and documentation to this application.**

Can the Applicant demonstrate a business loss since March 15 due to the COVID emergency?

Yes

No

Is the Applicant in compliance with all relevant ordinances and licensing requirements (i.e. there are no adverse actions or open violations)?

Yes

No

Applicants are strongly encouraged to seek funding or relief from all available resources. Is this statement true: the Applicant has pursued or intends to pursue other forms of funding and/or relief from expenses during the COVID emergency?

Yes

No

Is this statement true: The applicant's business does not derive its income from gambling, adult entertainment, registered lobbying, billboards, passive investments, real estate transactions, property rentals or property management? The applicant's business is not a lending institution, law firm, accounting firm, utility company, production agriculture entity, insurance agency, financial advisor, or religious organization.

A local owner of a franchise is eligible to apply.

Yes

No

Which of the following forms of funding and /or relief from expenses during the COVID19 emergency has the applicant received?

SBA Paycheck Protection Program Loan (PPP)	\$ _____
SBA Economic Injury Disaster Loan (EIDL)	\$ _____
State of Minnesota Small Business Emergency Loan (SBEL)	\$ _____
Assistance from their municipality or county	\$ _____
Other: _____	\$ _____
Other: _____	\$ _____
Other: _____	\$ _____
Total Assistance Received:	\$ _____

Applicants are encouraged to seek all available sources of funding. If selected to receive a Medford Small Business Relief Fund Grant, will you agree to notify the fund administrator of any additional federal, state, or local funding award?

Yes

No

Grant Requirements and Required Documentation

Applicant must provide the following documentation.

Documentation of business revenue from 2019 (or the business' most recent fiscal year if different), e.g. tax return, prepared financial statements, or any such records that can verify business revenue.

Documentation of business revenue from 2020 (e.g. tax return, prepared financial statements, or any such records that can verify business revenue.

