



# EASTVALE Emergency Enterprise Grant

COVID-19 Economic Relief Funding for Businesses

## PROGRAM APPLICATION

Applications and Supporting Documentation due September 10, 2020 @ 5:30 p.m.\*

\*Grants are awarded first come, first serve

### APPLICANT/BUSINESS OWNER INFORMATION

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FIRST NAME

LAST NAME

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HOME ADDRESS

CITY

ZIP CODE

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PHONE NUMBER

EMAIL

### BUSINESS INFORMATION

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BUSINESS NAME

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LEGAL ENTITY NAME

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BUSINESS ADDRESS

CITY

ZIP CODE

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EASTVALE BUSINESS REGISTRATION #

EXPIRATION DATE

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PHONE NUMBER

EMAIL

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TYPE OF BUSINESS (RESTAURANT, E-COMMERCE, RETAIL, ETC.)

#### WHAT IS THE BUSINESS' FOR-PROFIT STRUCTURE (NON-PROFITS ARE INELIGIBLE):

SOLE PROPRIETOR

PARTNERSHIP

LIMITED LIABILITY COMPANY

S-CORPORATION

S-CORPORATION

C-CORPORATION

**MINIMUM REQUIREMENTS**

- The business located in the City of Eastvale.
- The business is for-profit.
- The business possesses a valid business registration as of March 1, 2020 and proof of six months in business prior to March 1, 2020.
- The business had a loss of income due to COVID-19 business interruption during the months of March through June 2020.
- The business is not owned or operated in whole or part by any City of Eastvale employee and/or elected or appointed officials.

**TOTAL GROSS REVENUE**

\$	\$	\$
2018	2019	2020

As of the signing of this application, has your business received any funding through the Economic Injury Disaster Loan (EIDL), the Paycheck Protection Program (PPP), the City of Eastvale Business Incentive Loan, or other funding source? If you have applied for either or both of the programs and have been denied, please check "no"

- YES       NO

**COVID-19 BUSINESS INTERRUPTION\*\***

How has your business been impacted by COVID-19 (mark all that apply)

- The business has been deemed non-essential and has been forced to shut down by the state
- Revenues from the business are down more than 25% for the quarter ending June 30, 2020 compared a prior comparable quarter
- The business had to lay off at least one of its employees (full or part-time employee) Since March 1, 2020
- The business had to retrofit the building with COVID-19 preventative measures (Plexiglass in public spaces, etc.)
- The business had to purchase personal protective equipment such as masks and gloves; purchase and engage in enhanced cleaning/sterilizing; provide COVID-19 testing for employees.

**\$**

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ESTIMATED LOSSES THROUGH JUNE 30, 2020

\*\*Supporting documentation must be attached to substantiate losses. Documentation may include tax returns, documentation supporting employee wages and counts, business bank statements for April and May, lease agreements or commercial mortgage deed, receipts from allowable expenses incurred from March 1 to June 30.

**EMPLOYEES AS OF MARCH 1, 2020**

Please indicate a whole number and only count business owner in the area marked. Please ensure your total is correct. Owners are not to be included in the Full-time/Part-time list. Full-time employees = 1.0, Part-time employees = 0.5 (part time employees are any employees working less than 40 hours per week)

NUMBER OF BUSINESS OWNER(S)

NUMBER OF FULL-TIME EMPLOYEES	NUMBER OF PART-TIME EMPLOYEES
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TOTAL NUMBER OF EMPLOYEES IN THE BUSINESS

IF APPLICABLE, TOTAL NUMBER OF LAID OFF EMPLOYEES IN 2020

**HOW WILL YOU UTILIZE THE GRANT FUNDS? GRANT AWARDS: \$8,000-\$12,000**

\$

PAYROLL/EMPLOYEE RETENTION OR SUPPORTING EMPLOYEES?

\$

INVENTORY AND WORKING CAPITAL

\$

PURCHASE OF PERSONAL PROTECTIVE EQUIPMENT

\$

RENT, LEASE, OR MORTGAGE PAYMENTS

\$

ADDRESSING TEMPORARY COVID-19 RESTRICTIONS ON BUSINESS ACTIVITY

\$

INCREASING TECHNOLOGY CAPACITY TO ENABLE ALTERNATIVE WORK FORMS

\$

CREATING NEW MARKETING CAMPAIGNS OR BUSINESS PLANS

\$

PAYING VENDOR INVOICES

\$

FACILITY CLEANING

\$

GRAND TOTAL

**ADDITIONAL QUESTIONS: UTILIZED TO DETERMINE TIER RANKING**

- The applicant is the owner of the business and lives in the City of Eastvale
- The applicant plans to utilize the funds to create additional jobs or preserve existing jobs
- The business employs less than 25 employees
- The business generates less than \$50,000 gross revenue each year
- The business generates local sales tax for the City of Eastvale
- The business is in one of the following industries:
  - Service
  - Retail
  - Restaurant
- The applicant’s business has not received other federal, state, or local assistance

## AGREEMENT AND REPRESENTATIONS OF APPLICANT

This application is not complete, and processing of this application will not begin, until all initials and signatures are provided:

1. Applicant(s) certify under penalty of perjury that I am the legal owner(s) of the business. \_\_\_\_\_(Initial)
2. Applicant(s) agree to defend, indemnify and hold harmless the City of Eastvale ("City") and its agents, officers, consultants, independent contractors and employees ("City's Agents") from any and all claims, actions or proceedings against the City or the City's Agents to attack, set aside, void, or annul an approval by the City, or the City's Agents concerning the Eastvale Emergency Enterprise Grant for small businesses application and award of such grant (collectively "Claim"). The City shall promptly notify the Applicant of any Claim and the City shall cooperate fully in the defense. If the City fails to promptly notify the Applicant of any Claim or if the City fails to cooperate fully in the defense, the Applicant shall not thereafter be responsible to defend, indemnify, or hold harmless the City. Nothing in this paragraph shall obligate the City to defend any Claim and the City shall not be required to pay or perform any settlement arising from any such Claim not defended by the City, unless the settlement is approved in writing by the City. Nothing contained in this paragraph shall prohibit the City from independently defending any Claim, and if the City does decide to independently defend a Claim, the City shall bear its own attorney's fees, expenses of litigation and costs for that independent defense. The Applicant may agree to reimburse the City for attorney's fees, expenses of litigation and costs for that independent defense. Should the City decide to independently defend any Claim, the Applicant(s) shall not be required to pay or perform any settlement arising from any such Claim unless the settlement is approved by the Applicant. Notwithstanding the foregoing, Applicant(s) expressly agree to return any Eastvale Emergency Enterprise Grant for small businesses monies awarded by City or City's Agents in the event that a State or federal government audit determines that the grant money must be returned. - \_\_\_\_\_(Initial)
3. Applicant(s) acknowledges and agrees that this application sets forth all covenants, promises, conditions and understandings between the parties regarding the advance of funds and the uses thereof, and there are no promises, conditions or understandings either oral or in writing between the parties other than as set forth herein. No contemporary or subsequent alteration, amendment, change or addition to this application form shall be binding upon the City unless reduced to writing and signed by the City Manager or his/her designee. No course of conduct shall be binding upon the City and waiver of one or more provisions or violations shall not be construed as a course of conduct to be relied upon and may not be the basis for any expectation of future waiver or estoppel. \_\_\_\_\_(Initial)
4. No employee, agent, independent contractor or other representative of the City, other than the City Manager or the City Council, has the authority to alter the terms or effect of this application and Applicant(s) acknowledge and agree that it/they have not relied upon any promises, representations, conditions or understandings other than those set forth in this application. \_\_\_\_\_(Initial)
5. This Application and supplemental backup shall be a public record. \_\_\_\_\_(Initial)
6. This Application is made under, and shall in all respects be interpreted, enforced, and governed by, the laws of the State of California. In the event of a dispute concerning the terms of this Application, the venue for any legal action shall be with the appropriate court in the County of Riverside, State of California. Should legal proceedings of any type arise out of this Agreement, the prevailing party shall be entitled to costs, attorney's fees, and legal expenses, including but not limited to expert fees and costs. \_\_\_\_\_(Initial)
7. To qualify for funding, you need to may need to submit purchase receipts, payroll statements, tax statements or other financial documents. Please block out any identifying information such as staff social security numbers and mailing addresses. \_\_\_\_\_(Initial)
8. I acknowledge that an application for the City of Eastvale CARES Business Emergency Grant does not guarantee that funds will be awarded to me or my business. \_\_\_\_\_(Initial)

Submit applications and required documentation to [BusinessGrant@eastvaleca.gov](mailto:BusinessGrant@eastvaleca.gov) by September 10, 2020 at 5:30 p.m. Applications will be reviewed the week of September 14, 2020. Businesses will be notified of grant awards by September 17, 2020. Grant awards will be disseminated by US mail on September 24, 2020.

**SIGNED UNDER PENALTY OF PERJURY:**

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OWNER SIGNATURE

DATE

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OWNER SIGNATURE

DATE

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OWNER SIGNATURE

DATE

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OWNER SIGNATURE

DATE

**PLEASE ENSURE THAT THE APPLICATION IS COMPLETE AND SUFFICIENT  
BACKUP SHOWING BUSINESS INTERRUPTION REVENUE LOSSES AND/OR  
COVID-19 EXPENSE RECEIPTS AND A COMPLETED W-9 FORM HAVE BEEN  
ATTACHED**