

**CARBON CHAMBER & ECONOMIC DEVELOPMENT CORP.
APPLICATION FOR CARBON COUNTY'S
COVID-19 HOSPITALITY INDUSTRY RECOVERY PROGRAM (CHIRP)**

BUSINESS CONTACT INFORMATION

Business Name		Date of Application	
Contact Person		<input type="checkbox"/> Sole proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Other	
Phone			
E-mail			
Business address City, State ZIP Code			

BUSINESS INFORMATION

Number of Current Full Time Employees		Number of Current Part Time Employees	
Type of Business		NAICS Code (5 Digit Code)	721_____ OR 722_____
Date Business was established		Was the business operating on February 15, 2020?	<input type="checkbox"/> Yes <input type="checkbox"/> No

PROJECT INFORMATION

Grant Amount Requested (Increments of \$5,000 up to \$50,000)	\$_____	Did you attach a brief narrative description of how COVID-19 impacted your business?	<input type="checkbox"/> Yes <input type="checkbox"/> No If No, why not?
Did you experience at least a 25% reduction in business receipts as defined in the Requirements section of the Program Guidelines?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Funds will cover what expenses incurred after March 1, 2020 to present?	1. _____ 2. _____ 3. _____ 4. _____

REQUIREMENTS

Did you already receive any COVID-19 funding (CARES Act or COVID-19 Emergency Supplement to the Appropriation Act of 2019)?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Did you attach documentation of operating expenses incurred after March 1, 2020 due to COVID-19 that were not already covered by the other funding you received?	<input type="checkbox"/> Yes <input type="checkbox"/> No If No, why not?
If Yes, which program? <input type="checkbox"/> Paycheck Protection Program <input type="checkbox"/> Economic Injury Disaster Loan <input type="checkbox"/> PA Small Business Grant (CDFI) <input type="checkbox"/> Carbon County Small Business Grant <input type="checkbox"/> Other _____		Did you attach your 2019 and 2020 Federal & State tax return? OR Did you attach accountant prepared financial statements from 2019 and 2020?	<input type="checkbox"/> Yes <input type="checkbox"/> No If No, why not? <input type="checkbox"/> Yes <input type="checkbox"/> No If No, why not?

AGREEMENT

My signature below indicates that I have read and agree to the Program Requirements as stated in the Carbon County CHIR Program Guidelines. I hereby certify that the information provided in this application and supporting documentation is true and accurate in all material respects.

SIGNATURE

Signature		Printed Name	
Title		Date	

CARBON COUNTY COVID-19 HOSPITALITY RECOVERY PROGRAM

PROJECT NARRATIVE OUTLINE

APPLICANT NAME:

DATE:

CURRENT NUMBER OF FULL TIME EMPLOYEES:

CURRENT NUMBER OF PART TIME EMPLOYEES:

BRIEF DESCRIPTION OF HOW COVID-19 HAS IMPACTED YOUR BUSINESS:

BRIEF DESCRIPTION OF THE BUSINESS OPERATING EXPENSES YOU WANT THE GRANT TO COVER:

APPLICATION CERTIFICATION:

I _____ as an official representative of _____
(NAME) (BUSINESS NAME)

hereby attest the information presented in this CHIRP application package is true and accurate.

(SIGNATURE)

(DATE)

EXHIBIT A:

NONDISCRIMINATION/SEXUAL HARASSMENT CLAUSE

During the term of the Contract, the Applicant (known herein as "Grantee") agrees as follows:

1. In the hiring of any employee(s) for the manufacture of supplies, performance of work, or any other activity required under the grant agreement or any subgrant agreement, contract, or subcontract, the Grantee, a subgrantee, a contractor, a subcontractor, or any person acting on behalf of the Grantee shall not discriminate by reason of race, gender, creed, color, sexual orientation, gender identity or expression, or in violation of the *Pennsylvania Human Relations Act* (PHRA) and applicable federal laws, against any citizen of this Commonwealth who is qualified and available to perform the work to which the employment relates.
2. The Grantee, any subgrantee, contractor or any subcontractor or any person on their behalf shall not in any manner discriminate by reason of race, gender, creed, color, sexual orientation, gender identity or expression, or in violation of the PHRA and applicable federal laws, against or intimidate any of its employees.
3. Neither the Grantee nor any subgrantee nor any contractor nor any subcontractor nor any person on their behalf shall in any manner discriminate by reason of race, gender, creed, color, sexual orientation, gender identity or expression, or in violation of the PHRA and applicable federal laws, in the provision of services under the grant agreement, subgrant agreement, contract or subcontract.
4. Neither the Grantee nor any subgrantee nor any contractor nor any subcontractor nor any person on their behalf shall in any manner discriminate against employees by reason of participation in or decision to refrain from participating in labor activities protected under the *Public Employee Relations Act*, *Pennsylvania Labor Relations Act* or *National Labor Relations Act*, as applicable and to the extent determined by entities charged with such Acts' enforcement, and shall comply with any provision of law establishing organizations as employees' exclusive representatives.
5. The Grantee, any subgrantee, contractor or any subcontractor shall establish and maintain a written nondiscrimination and sexual harassment policy and shall inform their employees in writing of the policy. The policy must contain a provision that sexual harassment will not be tolerated and employees who practice it will be disciplined. Posting this Nondiscrimination/Sexual Harassment Clause conspicuously in easily-accessible and well-lighted places customarily frequented by employees and at or near where the grant services are performed shall satisfy this requirement for employees with an established work site.
6. The Grantee, any subgrantee, contractor or any subcontractor shall not discriminate by reason of race, gender, creed, color, sexual orientation, gender identity or expression, or in violation of the PHRA and applicable federal laws, against any subgrantee, contractor, subcontractor or supplier who is qualified to perform the work to which the grant relates.
7. The Grantee and each subgrantee, contractor and subcontractor represents that it is presently in compliance with and will maintain compliance with all applicable federal, state, and local laws and regulations relating to nondiscrimination and sexual harassment. The Grantee and each subgrantee, contractor and subcontractor further represents that it has filed a Standard Form 100 Employer Information Report ("EEO-1") with the U.S. Equal Employment Opportunity Commission ("EEOC") and shall file an annual EEO-1 report with the EEOC as required for employers' subject to *Title VII of the Civil Rights Act of 1964*, as amended, that have 100 or more employees and employers that have federal government contracts or first-tier subcontracts and have 50 or more employees. The Grantee, any subgrantee, any contractor or any subcontractor shall, upon request and within the time periods requested by the Commonwealth, furnish all necessary employment documents and records, including EEO-1 reports, and

permit access to their books, records, and accounts by the granting agency and the Bureau of Diversity, Inclusion and Small Business Opportunities for the purpose of ascertaining compliance with the provisions of this Nondiscrimination/Sexual Harassment Clause.

8. The Grantee, any subgrantee, contractor or any subcontractor shall include the provisions of this Nondiscrimination/Sexual Harassment Clause in every subgrant agreement, contract or subcontract so that those provisions applicable to subgrantees, contractors or subcontractors will be binding upon each subgrantee, contractor or subcontractor.
9. The Grantee's and each subgrantee's, contractor's and subcontractor's obligations pursuant to these provisions are ongoing from and after the effective date of the grant agreement through the termination date thereof. Accordingly, the Grantee and each subgrantee, contractor and subcontractor shall have an obligation to inform the Commonwealth if, at any time during the term of the grant agreement, it becomes aware of any actions or occurrences that would result in violation of these provisions.
10. The Commonwealth may cancel or terminate the grant agreement and all money due or to become due under the grant agreement may be forfeited for a violation of the terms and conditions of this Nondiscrimination/Sexual Harassment Clause. In addition, the granting agency may proceed with debarment or suspension and may place the Grantee, subgrantee, contractor, or subcontractor in the Contractor Responsibility File.

Signature

Date

Printed Name

Title

Company