



# HERNANDO CARES SMALL BUSINESS RECOVERY GRANT PHASE II

## Abstract

Hernando County Government will provide a recovery grant to small businesses adversely impacted by the COVID-19 Pandemic. The small business grant program will provide individual grants up to \$7,500 to support small businesses and stimulate the local economy.

<https://form.jotform.com/HernandoCounty/hernandocares>

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## **Hernando County Small Business Recovery Grant – Phase II**

To stimulate the local economy, the Hernando CARES Program will provide recovery grants up to \$7,500 to eligible small businesses adversely impacted by COVID-19 Pandemic. The intent of the grant is to offset the temporary loss of revenue and assist these businesses in their efforts to recover in the aftermath of this historic global pandemic.

### **Eligible Businesses**

Small businesses located in Hernando County since January 2020 with up to 100 employees are eligible to apply. This program provides one-time grants (not loans) as follows:

- Brick and mortar businesses with 1 - 15 Full-Time Equivalent Employees - \$2,500
- Brick and mortar businesses with 16 – 50 Full-Time Equivalent Employees - \$5,000
- Brick and mortar businesses with 51+ Full-Time Equivalent Employees - \$7500
- Home based business - \$1,000

### **Ineligible Businesses**

- Businesses engaged any illegal activity as defined by Federal guidelines
- Businesses that derive more than one-third of gross annual revenue from legal gambling activities
- Publicly traded companies; excluding independently owned franchises
- Non-Profit entities
- Businesses with outstanding liens, code or building code violations
- Businesses that present live performances of a prurient sexual nature or derive directly or indirectly more than de minimis gross revenue through the sale of products or services, or the presentation of any depictions or displays, of a prurient sexual nature

### **Eligible Grant Uses**

This is a grant program, so no payback is required; however, funds may only be used for the approved eligible uses listed below. These funds may be considered taxable income, please contact your financial advisor for guidance. The funds must be used to cover any of the eligible expenses incurred during due to the COVID-19 Pandemic. Expenditures cannot have been paid for under another federal program.

- Rent
- Mortgage
- Utilities
- Payroll
- Miscellaneous bills as a result of COVID-19

### **Applicant Criteria**

- Hernando County registered business in operation as of January 1, 2020
- 1- 100 Full-Time Equivalent Employees
- Must have been negatively affected by the onset of COVID-19 Pandemic (e.g., non-essential business, reduction of hours, lost revenues, furlough employees, etc.)

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### Application Requirements

- State of Florida active business registration from the Florida Division of Corporation or professional business license showing the business or independent contractor is registered in Hernando County effective January 2020, still in business as of March 1, 2020 and is expected to return to full operations after local and state emergency guidelines during COVID-19 are rescinded.
- Copy of Driver's License, state ID or passport
- Complete employee list as of March 1, 2020 (e.g., 4Q19 RT-6, Payroll Report)
- Applications will be submitted using a digital online portal - <https://form.jotform.com/HernandoCounty/hernandocares>. Applicants will be required to digitally sign the application and attest, under penalty of perjury, that all information submitted is truthful.

### Application Process

These are very limited funds that will be distributed on a first-submitted, eligible, and approved application basis. **Please submit your application online in its entirety.** Incomplete applications will significantly increase the approval process and applicants may be required to reapply.

There is no deadline to apply. The Hernando CARES Program has \$3,400,000 available; applications will be accepted until funds are exhausted.

Applicants will be notified of award and will be required to provide a completed vendor registration form to the county within 10 days. The funds will be transferred directly to your business account. Failure to provide this information as required may result in forfeiture of grant funds.

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### Frequently Asked Questions

**Q: How is the employee count determined?**

A: The employee count is determined by the total number of full-time equivalent employees (FTE's), which includes full time and part time employees. Example: One FTE works 40 hours per week; 3 part-time employees working 15 hours per week each would be equivalent to one FTE.

**Q: I have multiple businesses, is there a cap to what I can receive?**

A: There is not a cap; each business entity will is required to submit individual application and documentation.

**Q: How do I find my active business registration?**

A: Search by "Entity Name" here on [SunBiz.org](https://www.sunbiz.org) (use full legal business name), select listing with "Active" Status, and attach most recent filing as a screenshot. If not required to register with Florida Division of Corporations, attach documentation showing the business meets all regulatory requirements from Hernando County.

**Q: I do not have a Sunbiz registration, can I still apply?**

A: Yes, if applicable please provide your professional license issued by the State and if you do not have any employees, a signed sole proprietor certification form.

**Q: How will I submit my documents to you?**

A: Clear legible scans, photos, and screen shots of the required documents can be uploaded.

**Q: Will my business be eligible to receive funds from the Federal CARES program if I receive funds from this program?**

A: It depends on the funding program; please refer to the CARES Act for additional information.

**Q: Can non-profit organizations apply?**

A: At this time, non-profits are not eligible to apply.

**Q: Are homebased businesses eligible to apply?**

A: Yes; home-based business can qualify for a \$1,000 recovery grant.

**Q: Are franchise businesses eligible to apply?**

A: Independently owned franchise stores/businesses are eligible for the grant. Corporate owned franchise stores and chain stores are not eligible.

**Q: What if my business operates in Hernando County, but is foreign owned?**

A: Foreign-owned companies can apply as long as they are registered in Sunbiz as a Hernando County business and meet all other qualifications. Must not be on scrutinized list of prohibited companies.

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### Frequently Asked Questions (continued)

**Q: What happens if I do not include all of the required documents when I submit my application?**

A: Only submit your application when you are able to provide the required documents. Applications will only be considered when they are submitted in their entirety.

**Q: Can I apply in person or by mail?**

A: No. The application must be completed online and submitted once you are able to provide all of the required documents.

**Q: How long does it take to get approved?**

A: Applications will be processed in the order they are received. Our goal is to approve within 2 weeks of submittal.

**Q: What happens if my company is awarded this grant?**

A: You will receive a notice of award and will be required to provide a completed vendor registration form to the county within 10 days. The funds will be transferred directly to your business account.

**Q: What if I have questions?**

A: The Office of Economic Development is available to assist with application questions. Due to the large call volume, please to email questions to: [hernandocares@hernandocounty.us](mailto:hernandocares@hernandocounty.us)