

**Broward County Small Business
CARES Grant Program (“CARES GRANT”)**

Purpose and Description

The purpose of Broward County’s Small Business CARES GRANT program is to aid small businesses that employ fewer than 20 employees via a working capital grant in support of their general operations. **Grants to small businesses under the program will be used to reimburse the costs of business interruption related expenditures caused by COVID-19’s required closures and/or operating restrictions.**

This program would allow for one-time grants to eligible Broward County small businesses. To be considered for funding, applicants must apply through a designated Portal. The County will also offer technical assistance from Broward County-identified partners to assist businesses in understanding the eligibility criteria and required documents necessary for preparing applications.

Grant Awards

One-time grant awards will be available to business owners in amounts of \$5,000, \$10,000, or \$15,000. The grant award provides working capital financial assistance to further the economic viability of recipients.

Eligible costs may include:

- Payroll for employee retention
- Commercial property lease or mortgage payments
- Electric Utilities
- Business development costs such as professional services, inventory/supplies/equipment, professional services, or other expenses occurring in the ordinary course of business
- COVID19 related expenses due to new safety provisions
- Cover other applicable expenditures to help support interruptions caused by COVID

Technical Advisory Services

Broward County will work with multiple partners to provide technical advisory services to assist grant applicants. Technical advisory services of up to 90 minutes would be provided to all potential applicants seeking assistance. Technical Advisory Services will include:

- Understanding the application process
- Understanding pre/post grant terms and requirements
- Assembling the necessary documentation to meet the application requirements

Application Review Services

The County may utilize prequalified community-based businesses to assist the County in reviewing applications. These services will include:

- Understanding and updating the County on any changes to Federal guidelines related to Small Business funding under CARES Act
- Reviewing applications for accuracy, completeness, and required documentation
- Verifying legitimacy of documentation, where appropriate

Eligibility

Businesses must meet the following criteria to apply for a one-time CARES GRANT:

- Be based in Broward County (*priority given to those in Prosperity Broward Zip Codes*)
- Be a for-profit business
- Have been in operation since October 1, 2019
- Be legally registered, fully licensed (as required by applicable law), and up to date on tax payments/filings
- Have been forced to close (deemed non-essential) by the government, experienced economic injury or voluntarily closed to support social distancing due to COVID-19
- Have received less than \$15,000 of assistance through the SBA Economic Injury Disaster Loan (EIDL) or Paycheck Protection Program (PPP) (*though priority will be given to those who received no EIDL, PPP or State of Florida Small Business Emergency Bridge Assistance*)
- Employs less than 20 employees.
- Business must attest that they will not apply for future CARES Act small business funding assistance from any other Broward County Municipality using dedicated CARES Act Funding.

Priority will be given to businesses with annual revenues of \$1 million or less.

Ineligible Businesses

- Businesses who received loans from CARES PPP or EIDL Programs in excess \$15,000
- Businesses who received assistance through State of Florida Small Business Emergency Bridge Loan Program between March 2020 – December 2020
- Businesses that at the time of application to the Broward County CARES Grant program, who have an application pending for CARES Act small business funding assistance with any Broward County Municipality, using dedicated CARES Act Funding.
- Businesses engaged in legal gambling activities (excluding Florida Lottery ticket sales)
- Businesses engaged in any illegal activity
- Businesses whose primary source of revenue (>50%) is the sales of alcoholic beverages
- Businesses that present live performances of a sexual nature or engage in the sale of products or services, or the presentation of any depictions or displays, of a sexual nature
- Businesses associated with gambling, CBD/medical marijuana, or adult entertainment
- Businesses that are publicly traded

- Lending and investment institutions, insurance companies, golf courses, or chain stores
- Other ineligible uses as determined solely by Broward County

Application Process

Application for the program must be made through the Broward portal. A small business owner may only apply once – regardless of how many different businesses are affiliated, managed and/or owned by said individual(s) or group(s).

Application Requirements

Depending on the business type, applicants will need to attach the following to their application:

- Signed W-9: the name of the business on the W-9 must match the business name in Sunbiz, on this application, and on the current Broward County tax receipt
- Florida ID: a scanned copy of the front of applicant's Florida driver's license or identification card. The name must match the applicant name for this application, as well as one of the names associated with the business in Sunbiz
- Proof of economic injury: evidence of economic injury due to COVID-19. This can be:
 - Quarterly Profit & Loss (P&L) statements from both January-March 2020 and April-June 2020; OR
 - Quarterly Form 941s from both January-March 2020 and April-June 2020 (Taxpayer ID on these forms must match both W-9 and Sunbiz)
- Proof of employee count (for businesses of 2-20 employees ONLY): Must provide a Form W-3 or quarterly Form 941 from January-March 2020. (Taxpayer ID on these documents must match both W-9 and Sunbiz)
- Broward County 2019 tax receipt: applicant must show they are up to date with County taxes to receive funding through this program

*Businesses with 0-1 employee (including the applicant) do not need to provide proof of employee count.

Selection/Award Process

The County will be responsible for management of the grant application process, final award approvals, disbursement, and reporting with assistance from qualified community-based and Certified Small Businesses. **Priority will be given to applicants meeting any of the following criteria:**

- Businesses that have received no funding assistance from the SBA Economic Injury Disaster Loan (EIDL) or Paycheck Protection (PPP) Programs
- Businesses that have received no funding from the State of Florida Small Business Emergency Bridge Loan Program
- Businesses located in the following Zip Codes: 33023, 33069, 33309, 33311, 33313, and 33319.

All final grant approval decisions will be made by a Broward County Internal Review committee and moved forward for payment distribution.

Grant Award Amounts:

Individual grant awards will be made as reflected in the table below:

	Grant Award	Revenue	Number of Employees
Tier 1	\$15,000	\$500,001 - \$1,500,000	16-20
Tier 2	\$10,000	\$250,001-\$500,000	6-15
Tier 3	\$5,000	Up to \$250,000	1-5
Note: In cases where firm revenues either exceed or are below the tiered revenue guidelines above, the number of employees will be used as the determining factor in grant award amounts.			