

2023 New or Relocating Small Business Grants



Guidelines

Purpose

The City of Grandview's small businesses were negatively affected by COVID-19. This included many businesses reducing employees, losing significant revenues and others closed and could not reopen. This reduced the available range of needed services for our residents, reduced sales taxes to support city services and impacted other aspects of the community. In response to these conditions, the City of Grandview has embarked on a Marketing Campaign to bring new businesses to Grandview to the level before the pandemic. As part of this marketing campaign, the City of Grandview is making available several grants of up to **\$10,000** for a new start-up business or a business relocating or expanding from another community to Grandview. This grant can help with relocation expenses or start-up costs. These grants are made available by funds received from the American Rescue Plan Act (ARPA). The city is an Equal Opportunity Municipality.

New small businesses eligible for this grant opportunity must meet the definition of a "small business," specifically:

1. Have no more than 30 employees, and
2. Are a small business concern as defined in the Small Business Act (which includes, among other requirements, that the business is independently owned and operated.
3. Home or online businesses are not eligible for this grant opportunity.

A New or Relocating Small Business must meet the following requirements to be considered for a grant.

- Business must have fewer than 30 employees (including the business owner/worker)
- Must locate and provide services in a City of Grandview commercially zone property, with downtown businesses as a priority.
- Must acquire a city business license within 30 days.
- New Businesses must open for business within 3 months of receiving a grant.
- Businesses must be in operation for at least 12 months after receiving the grant.
- New business must provide sufficient evidence of financial viability to succeed.
- Business is not a franchise.
- Business services must align with the city's 2022 ARPA Community and Business Survey findings. This includes what new businesses the community members requested in the surveys.

Grant Application Review Process

How to Request a Grant: A new small business must submit a grant application to begin the process of being considered for receiving a grant.

Review of Applications: Once the application is received by the city, a committee of City Council Members and City Personnel will review and rate the application to assess its viability, capacity to deliver said services and a commitment to staying in Grandview. This will include a meeting with the business owner for committee members to ask questions and for the business owner to provide evidence of financial stability to open and operate a new business. The committee will make a recommendation to the entire City Council, and they will make the final decision on awarding the grant to the applicant.

City Personnel will also review the grant application for ARPA eligibility and its responsiveness to 2022 ARPA Community and Business Survey findings.

The city retains the right to not award a grant to a potential new business based on its low rating and an assessment after a review of the application and/or meeting with the business owner.

Number of Awards: The city is planning to award 5 eligible business grants in an amount of up to **\$10,000** each. Awards will be reviewed and awarded on a “first come, first serve basis”.

Amount of Grants: Applicants can apply up to the maximum amount of **\$10,000**.

How to Submit: Completed applications must be submitted to the City Treasurer at City Hall. Applications can be submitted by email or a paper version delivered to City Hall.

How Funds will be Disbursed: Grants will be made through a contractual agreement with selected small businesses based on financial needs to start-up or relocate the business in Grandview. Grant funds may be disbursed over a 12-month period based on the business’ success and start-up costs.

Repayment of Funds: If a business receives a grant and does not open, stays open or does not use the funds as indicated in their application and contractual agreement, the business will need to return/ payback the grant funds to the city within 30 days.

Questions: Questions regarding this new Small Business Grant Program should be directed to City Treasurer by email or by calling 509.882.9200.

Submit Application to: Matthew Cordray, City Treasurer mattc@grandview.wa.us
City of Grandview - 207 West Second Street - Grandview, WA 98930

2023 New or Relocating Small Business Grant Application



Legal Name of Business:		Proposed Opening Date:
Business Owner's Mailing Address:		
New Business Physical Location/ Address:		
UBI #:	City of Grandview Business License #:	Amount of Funds Requested: \$
Applicant Contact:		Phone: Email:
Provide a brief description of your business (products, services, etc.):		
<p>1. Provide a description of your plans to start or relocate your business to Grandview. Include any work that needs to be conducted to your new property or building, projected open date, number of employees and any other information that would be helpful for the committee to learn about your viability. Indicate what required licenses you need and have obtained. Also include projected sales/ revenues for the first 6 months and the first year.</p>		

2. Provide a specific description on how you propose to spend grant funds to start your business or to relocate your business to Grandview. Describe any financial investments you are making for your new business. The review committee may ask you to provide further evidence of your financial capacity to start a new business.

3. Provide a general schedule or timeline of when you plan to open, hire 100% of employees and be fully operational in providing your services or products to the public.

Certification

Applicant Signature

Title

Date

I certify that I understand these funds must be spent on ARPA activities as described in this grant application. I further understand that I must maintain records and information about how these funds were used. These records or information may be requested by the City of Grandview.

Submit application to: **Matthew Cordray, City Treasurer** mattc@grandview.wa.us
City of Grandview - 207 West Second Street - Grandview, WA 98930

Grants will be considered on a “first come, first serve basis”.

Please read the grant guidelines to ensure your eligibility and that you meet all requirements.