



City of Washington Court House

Small Business Covid-19 Grant Program

This Program has been provided to allow the City of Washington C.H. to assist small businesses throughout the City, with the financial hardship imposed by the COVID-19 pandemic, and to help pay the costs of business interruption required by closures and/or costs suffered to meet guidelines put forth by the Ohio Department of Health in reopening, due to the pandemic. This grant is made possible by the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act"). Assistance is in the form of a grant. All eligibility requirements are in the attached program guidelines and must be met before authorization of funding will be granted. Grants will require repayment only if terms of grant agreement are not met.

1. Contact Information

Business Name	
Business Address	
City	
State	
Zip	
Business Owner's Name	
Business Owner's Address	
City	
State	
Zip	
Email Address	
Phone Number	
EIN or SS# (<i>attach W-9</i>)	
Type of Business (<i>Sole Proprietorship, C, S-Corp, LLC, General Partnership, LP, LLP, Other</i>)	
Years in Operation; Start Date	
Brief Description of Business	
Are you in Receivership or Bankruptcy?	
Are you current on all net profit income tax fillings? (<i>Please attach from page of appropriate IRS form.</i>)	
Have you submitted for other forms of assistance? If yes, please explain	



City of Washington Court House

2. Employee Information

On March 16, 2020, how many people did your business employ (including yourself)?	
How many of those employees worked 20 or more hours per week?	
Did you issue W-2s for the submitted employees?	
Have you laid off any employees? If yes, how many?	
Did you receive a loan through the Paycheck Protection Program (PPP)? If yes, attach copy	
Are you current on all employee payroll tax filings and payments?	

3. Eligible Expenditures (from March 17 – May 31, 2020)

All eligible expenditures must be accompanied by supporting documentation.

Description	COVID-19 Support Reason	Cost
Mortgage/Rent		
Utilities (excluding water and sewer)		
Vehicle/Equipment Leases		
Payroll		
Payroll Taxes		
Employee Benefits		
Telework Capabilities		
Cost of PPE, Sanitation Supplies, etc.		
Cost of Protective Barriers		
All/Any Other Expenditures		
	Grand Total of submitted Expenditures	\$



City of Washington Court House

4. Estimated Adverse Impact

Please provide a brief explanation of what adverse economic impacts COVID-19 has/had on this business:

5. Verification of Reduction of Sales

Between March 17, 2020 and May 31, 2020, did this business experience a decrease in income and/or sales, greater than 25%, over – same timeframe – of 2019? If yes, please attach supporting evidence.

Certifications

Under penalties of perjury, I declare that I have submitted this application, and to the best of my knowledge and belief, it is true, correct, and complete.

Owner Signature

Date

