

City of Metropolis Economic Support Grant Application

Economic Support Grants are available while funding is available. Applications will be approved on a first come first serve basis. These grants provide reimbursement for qualifying businesses rent, mortgage, and utilities, winterization projects for outdoor operations, PPE and interior changes, such as new protective barriers. There is no required match. Maximum award is \$3,000.

Contact Chad Murray, Planning and Zoning Administrator at cmurray@metropolisil.gov with any questions.

BUSINESS INFORMATION

Business Name

Business Address

Business Phone Number

Business E-mail Address

APPLICANT INFORMATION

Name

Phone Number

E-mail Address

- Applicant is the property owner Applicant is the tenant business

PROJECT INFORMATION

Brief description of the proposed use of the requested funds (attach additional sheets if necessary):

Estimated project costs

DISCLOSURE OF INCENTIVES AND INCOME

Has the business owner or any beneficiaries of this project received monies from the Illinois Business Interruption Grant (BIG) Program? YES NO *(if yes, you are not eligible for the City of Metropolis Economic Support Grant)*

- By checking this box, you are verifying that the business applying for the City of Metropolis Economic Support Grant had net revenue of \$800,000 or less in 2019

AFFIRMATION

I hereby affirm that I have full legal capacity to authorize the filing of this application and that all information submitted is true and correct to the best of my knowledge. As the owner or this business, I hereby certify that any activity on this property shall be in accordance with all applicable ordinances, codes, and policies of the City of Metropolis. I permit City staff to make all reasonable inspection and investigations of the subject property in accordance with City codes.

Signature of Owner/Applicant

Date

ELIGIBILITY

To be eligible for reimbursement of project costs under this grant program, the following requirements and conditions must be met:

- The property must be a commercial establishment located within the Metropolis City Limits
- The total project cost must not exceed \$3,000
- The applicant must be either (1) the owner of a building or (2) the owner of a business
- Active businesses must have no outstanding fines or fees owed to the City.
- The project must be for one or more of the items listed as eligible for reimbursement below

REIMBURSABLE COSTS

Grants are issued in the form of reimbursements after eligible expenses are incurred. The following costs are eligible for reimbursement under this grant program:

- Operational assistance for expenses related to sustaining business operations such as rent, mortgage, or utilities.
- Personal protective equipment (such as masks), sanitizer, disinfectant, or other supplies, equipment, or physical changes (for example, plastic/acrylic barriers) necessary for the protection of public health or the health of the business or organization's owners and employees.
- Projects to increase or retain outdoor restaurant, retail, and recreation activity throughout the year. Examples of this include, but are not limited to heaters, seating, tables, and enclosures.

GRANT REVIEW AND APPROVAL PROCESS

Upon receipt of a grant application, City Staff shall evaluate the grant applications to confirm eligibility.

VERIFICATION OF EXPENSES

If accepted, the grant applicants must submit verification in the form of receipts or other records of payments made.

PAYMENT IS MADE TO THE BUSINESS OR COMMERCIAL PROPERTY OWNER. THIS CANNOT BE ASSIGNED TO A CONTRACTOR OR OTHER VENDOR.

APPLICANT RESPONSIBLE FOR SUBMITTING AN IRS FORM W-9 TAXPAYER IDENTIFICATION FORM.