



Worthington Small Business Assistance Grant Program Application

Nobles County and City of Worthington Funds

APPLICATION PROCEDURES

The Worthington Small Business Assistance Grant Program provides grant funds to small (50 FTEs or less) private, for-profit businesses whose operations have been disrupted by the COVID-19 pandemic. This program is available for businesses within Nobles County whose nearest municipality is the City of Worthington. Grant funds shall be used for working capital to support payroll expenses, rent, mortgage payments, utility bills, and other similar expenses that occur or have occurred since March 1, 2020, in the regular course of business. Capital expenses are not eligible for this program. All funds must be used exclusively for operations of the business located at the physical address listed on the application.

To be eligible for Worthington Small Business Assistance Grant Program funds, the business must submit a completed application to the City of Worthington, PO Box 279, Worthington, MN 56187 (or electronically to GApplication@ci.worthington.mn.us) no later than 5pm CST on September 15, 2020. The application must include:

- A completed, signed official application form
- An affidavit affirming that the business is eligible and that the funds will be used for eligible expenses signed by the owner/owners of more than 50% of the business. Extra affidavit forms are available upon request for businesses with multiple owners
- A copy of the Secretary of State filing for the business

AWARD PROCESS

After 5:00pm CST on September 15, 2020, applications will no longer be accepted. Those applicants that are determined to be ineligible will receive a letter informing them of their status. All eligible businesses will be awarded funds according to the following criteria:

- Tier 1: Businesses that have 0 - 5 FTEs will be eligible for grants of up to \$5,000
- Tier 2: Businesses that have 6 - 24 FTEs will be eligible for grants of up to \$7,500
- Tier 3: Businesses that have 25 - 50 FTEs will be eligible for grants of up to \$10,000

Once funding amounts have been determined, the program administrator will disburse funds to the grant recipients at the mailing address listed on the application form. Program audits will subsequently be performed at random to verify eligibility of businesses who have been awarded funds. Those businesses that are subsequently determined to be ineligible for the Worthington Small Business Assistance Grant Program will be required to return to the City of Worthington the entire amount of the grant funds previously provided to the business owner if it is determined that the business was not, in fact, "eligible" or, if any false information was either provided or, if pertinent information was omitted from the application for the grant.

APPLICANT INFORMATION

1. Who owns the business? _____

2. What is the physical address of the business? _____

3. What is the mailing address for business? _____

4. How many full-time equivalent employees does the business have? _____

5. Requested grant amount (see page 1 for more information): _____

6. Do you have an active business registration with the Secretary of State? (A copy of this registration ***must*** be included with your application.)

Yes / No

7. Are you current on both Property tax and Sales & Use tax payments with the State of Minnesota, Nobles County, and the City of Worthington?

Yes / No

8. Has your business experienced financial hardship as defined by 10% revenue loss year-over-year between March 1 and May 31, 2019 vs. 2020 due to COVID-19?

Yes / No

9. Was your business restricted from operating above 50% capacity by executive orders related to COVID-19 that limited the ability of your business to operate?

Yes / No

AFFIDAVIT

STATE OF MINNESOTA)
) ss.
COUNTY OF NOBLES)

_____, being duly sworn on oath, deposes and states;

1. I am the owner of _____, a business situated in or near the City of Worthington, Minnesota and am submitting this affidavit in connection with my application for a Small Business Assistance Grant.

2. I have submitted the information required by the City of Worthington in regard to my business to qualify for the Small Business Assistance Grant. The information submitted in the application for the Grant is true and correct and no pertinent information regarding the business has been omitted on the application.

3. My business has been impacted by the COVID-19 pandemic in that my business has experienced “financial hardship” which means that my business has experienced a 10% decrease in its gross revenues between March 1, 2019 and May 31, 2019 and between March 1, 2020 and May 31, 2020 or has been restricted from operating above 50% capacity by Executive Orders relating to COVID-19. This “financial hardship” is due to the COVID-19 pandemic.

4. I understand and have agreed that, if requested by the City of Worthington, I will provide financial records of my business to the City of Worthington demonstrating the financial hardship experienced by my business and will return the entire amount of the grant if false information has been provided or pertinent information has been omitted regarding the financial hardship my business has experienced due to the COVID-19 pandemic.

FURTHER YOUR AFFIANT SAYETH NOT

DATED: _____

(Name of Business)

By: _____
(Name of business owner)

Its: _____
(Title)

Subscribed and sworn to before me,
a Notary Public, this _____ day of
_____, 2020.
