

## Todd County Grant Relief Program Guidelines

### Funding Priorities

**1<sup>st</sup> Priority:** Business/nonprofit *that have not already received funding from Todd County and directly impacted* by EO 20-99 or any other EO that caused closures with 50 employees or less showing 20% or greater loss **in any quarter of 2020** (directly impacted is defined as businesses who were forced to close or greatly reduce services as a result of the EO's). Funding amounts may be up to \$25,000, as determined by eligible expenses between March 1, 2020 and December 31, 2020.

**2<sup>nd</sup> Priority:** Businesses/non-profits **that have already received funding from Todd County and directly impacted** by EO 20-99, or any other EO that caused closures with 50 employees or less showing 20% or greater loss **in any quarter of 2020**. Grant awards will be calculated by eligible expenses between October 1, 2020 and December 31, 2020, or other eligible expenses from March 1, 2020 through December 31, 2020 not submitted previously.

**3<sup>rd</sup> Priority:** Businesses and nonprofits *indirectly impacted* by EO 20-99 or any other EO causing closures with 50 employees or less showing 20% or greater loss **in any quarter of 2020** (indirectly impacted is defined as businesses that primarily derives income from sales of goods and services to businesses that were directly closed as a result of EO 20-99 or any other EO that caused closures). Priority will be given to those who have not received prior funding from Todd County. Grant awards will be calculated by eligible expenses between October 1, 2020 and December 31, 2020, or other eligible expenses from March 1, 2020 through December 31, 2020 not submitted previously. Expenses that have already been submitted for any other grant award are not eligible to claim on the eligible expense sheet. Businesses who previously have not received a grant from Todd County, may claim eligible expenses between March 1, 2020 and December 31, 2020.

### Funding Determination for 2<sup>nd</sup> and 3<sup>rd</sup> Priority

Base Grant to Businesses and Non-Profits = up to \$5,000.

Additional grant dollars are based on employment and submitted eligible expenses.

1-5 FTE employees add up to \$5,000.

6-15 FTE employees add up to \$10,000.

16 FTE - 50 employees add up to \$15,000.

A "Full Time Equivalent" (FTE) employee equals 2080 hours/year. Part time employee hours may be combined to equal an FTE.

**Funds will be issued on a first-come first served basis and based on priority until funds are spent.** A completed "Eligible expense" worksheet along with proof of claimed expenses must be provided at time of application.

## **Ineligible Businesses or Nonprofits**

- Businesses that primarily derive income from any of the following:
  - Finance
  - Realtors
  - Financial advisors
  - Production agriculture
  - Adult entertainment
  - Government entities
  - Faith-based organizations
  - Businesses that earn a majority of their income from online transactions.
  - Insurance
  - Lending institutions
  - Property rentals/management/investors
  - Retail/off-sale only liquor stores
  - Gambling
  - Trucking companies
  
- Business exempted from certain restrictions and executive orders including those deemed essential and critical sector, including but not limited to;
  - Industrial
  - Utilites
  - Construction
  - Medical offices, clinics, hospitals, pharmacies and long-term care facilities.
  - Nonprofits that do not primarily earn revenue similar to businesses or were not required to close or partially close by Executive order.
  - Corporate chain locations, multi-state chains; however, locally owned franchise businesses are eligible.
  - Manufacturing
  - Grocery

**Todd County reserves the right to determine other businesses and nonprofits as ineligible.**

## **Additional Funding Information**

- **Expenses already submitted and funded through local, county, state or federal grants cannot be resubmitted and will not be considered in this grant.**
- The grant application, financial information and private data are considered private and non-public. Business/non-profit name and grant amount are considered public information.
- Eligible businesses and non-profits with 50 or less FTE employees are eligible.
- Eligible businesses and non-profits must be registered and in good standing with the Minnesota Secretary of State as of December 31, 2020.

### **Eligible overhead expenses:**

- Property taxes
- Legal Fees
- License Fees incl. food, liquor, etc.
- Travel/Vehicle expenses
- Repairs to the existing building and equipment
- Utilities (water/sewer, electric, natural or propane gas, telephone)
- And other qualifying expenses
- Insurance
- Marketing/Advertising
- Accounting/legal Fees
- Office Supplies