



Johnson County CARES Small Business Grant Program Frequently asked Questions

1. What are the criteria to be eligible for a small business grant?

To be eligible for a grant, your small business (profit or non-profit) must:

Be located in Johnson County, KS (Lease/rental/mortgage statement/utility bill showing business name and Johnson County address must be uploaded for verification)

Have 1 - 50 employees (Employee roster must be uploaded for verification)

Have documented expenses from Mar 1-Dec 30, 2020 and/or documented revenue loss for Mar 1-Oct 31, 2020 versus Mar 1-Oct 31, 2019 totaling at least \$10,000 directly related to Covid-19 (Receipts/invoices/proof of payment and/or profit & loss financial statements must be uploaded for verification)

NOTE: Federal CARES Relief funding guidelines require collecting documentation to verify applicant eligibility.

Expenses or revenue losses that have been reimbursed from other relief funding sources (i.e. PPP, EIDL, HIRE Fund, CDBG, County Relief funds, etc.) are not eligible to be reimbursed by this grant.

2. What is the amount of the grant?

All grants will be in the amount of \$10,000

3. When and where can I apply?

Applications will be accepted on November 4, 2020 at 10 AM. The link to the application site is [Johnson County CARES Small Business Relief Grant](#). Applications will be reviewed and accepted on a first come – first served basis based on a timestamp each completed application.

4. Will all small businesses meeting the eligibility requirements be given a grant?

Johnson County has allocated \$13.5M for the Small Business Grant program to be distributed in \$10,000 grant awards. Grant will be distributed to eligible applicants until the program funds are depleted. Grants will be awarded on first come – first served allocation process. It is expected that a high volume of applications will be submitted and that not all grant requests will be able to be met.

5. What expenses incurred by my business are eligible for the grant program?

All submitted expenses directly relating to COVID-19 are eligible if they incur between Mar 1, 2020 – Dec 30, 2020. *Note: Recurring expenses running through Dec 30, 2020 are eligible for reimbursement.* All submitted expenses must be directly related to COVID-19. Reimbursement for purchases of necessary personal protective equipment (PPE), COVID-testing equipment, rent, payroll, required office modifications, remote worker expenses and other health and safety-related items and services not previously reimbursed by another program.

6. Can I use the grant to help recover lost revenue due to COVID-19 restrictions?

Yes, the \$10,000 grant can be used to help recover revenue loss for the period Mar 1 – Oct 31, 2020. The loss must be shown against the same period, Mar 1 – Oct 31, 2019. Revenue loss must be supported with financial documentation (Profit & Loss statements, tax statements, etc.)

7. Do I have to submit documentation when I apply?

Yes, the online application will require you to upload support documentation. To verify the following:

Business is located in Johnson County, KS (Lease/rental/mortgage statement/utility bill showing name of business and Johnson County address must be uploaded for verification)

Business has 1 - 50 employees (Employee roster must be uploaded for verification)

Business must submit documented expenses from Mar 1-Dec 30, 2020 and/or documented revenue loss for Mar 1-Oct 31, 2020 versus Mar 1-Oct 31, 2019 totaling at least \$10,000 directly related to Covid-19 (Receipts/invoices/proof of payment for expenses and/or profit & loss financial statements showing revenue loss must be uploaded for verification)

NOTE: Federal CARES Relief funding guidelines require collecting documentation to verify applicant eligibility.

8. Is my non-profit business eligible to apply for a grant?

Yes, non-profit businesses located in Johnson County and meeting the other eligibility requirements are eligible to apply.

9. What if I'm an artist or entertainer and not set-up as a business?

Individual artists and entertainers should apply for relief grants through the Arts Council of Johnson County - <https://artsjoco.org/acjc/>

10. If my small business received a Payroll Protection Program (PPP), Economic Injury Disaster Loan (EIDL) or CARES relief funding, am I still eligible to apply for a grant?

Yes, receiving other grants/loans does not eliminate you from receiving a grant but you cannot use the Johnson County CARES grant for expenses previously reimbursed by other programs.

11. The application asked if my business is "minority or woman owned". Does that mean those businesses will be given preferential treatment?

No, grants will be given on a first come-first served basis. The intent of the program is to help as many Johnson County small businesses as possible across all types of business owners and county geography. The purpose of the question is for reporting purposes.

12. Are Arts and Entertainment businesses eligible to apply?

Yes, business of all types are eligible to apply as long they have at least one employee no more than 50 employees and meet the criteria described above.

Note: Individual artists and entertainers should apply for relief grants through the Arts Council of Johnson County - <https://artsjoco.org/acjc/>

13. When will I know if I will receive a \$10,000 grant?

You will receive a message regarding the status of your grant request as quickly as possible. Please understand that a high volume of applications is expected and will require review for eligibility. At this time, Johnson County has allocated \$13.5M in relief grants and it is anticipated that not all grant requests will be able to be met.

14. When could I expect to receive the \$10,000 grant?

Grant applications will be reviewed as quickly as possible.
All CARES funds must be distributed prior to Dec, 30, 2020. All efforts will be made to distribute all funds in advance of that date.

15. Are sole proprietorships eligible to apply for a grant?

Yes, businesses of all types (profit and non-profit) are eligible to apply.

16. What if my business location is in Johnson County but I'm part of a national organization/corporation?

If your business receives funding from the national organization/corporation, you are NOT eligible for a Johnson County grant.

17. Other questions?

Email additional questions to info@ecjc.com