

SPARK Program

Small Business Grant Program

Program Details

Purpose: The Small Business Grant Program has been created by Nemaha County from funds provided by the Kansas SPARK Program. The program is designed to provide Economic Support to small businesses in our community negatively impacted by the COVID-19 Pandemic. We acknowledge having a strong economy will sustain our county and the goal of this program is to assist our businesses to rebound from the difficulties that have been faced during the pandemic thus far and to proactively plan for safe reopening to keep our communities safe.

Intent: The intent is to assist those most negatively impacted. It is likely the amount of funds will be insufficient to meet all needs. As such, the county will review applicant needs and attempt to provide equitable and fair distribution to create the greatest amount of stabilization and revitalization to the community with the funds available.

Applicability: Each applicant will be required to demonstrate how their organization has been negatively impacted by, additional costs have been incurred to respond to, or how funds are needed to reopen safely for COVID-19. The application is open to all small businesses with less than 50 employees (including owners) in the County.

Time and Eligibility of Expenditures: The program funds are available until the earlier of the depletion of program funds or December 30, 2020. All applicable expenditures must fall during the period of 3/1/2020-12/30/2020.

Public Funds/Public Record: Because the grants are made available through public funding, the information provided during the application process may be available to public scrutiny. In addition, the committee may request additional information from the applicant to make final determination of eligibility, including financial records. Please consider this in the application process for self-determination of need.

Committee: The County has developed a SPARK committee that will review applications submitted. The names of committee members will be made available upon request.

Application Process: Each applicant will be asked to document how their organization has been negatively impacted by COVID-19 or will spend funds in order to safely reopen following state-wide mandates. This will be done through a simplified application form. The application is open to all businesses in the county and is being publicized through multiple public-facing avenues.

Review Process: The committee will review the applications submit by applicants and award grants based on the need as established by the framework developed by the county.

Award Notification: If your business is selected as an eligible recipient, you will be notified accordingly. Please provide contact email and phone number. The grants to for-profit businesses are considered taxable income.

Recoupment of Funds: Each applicant will be required to sign an agreement with the county prior to receipt of funds. The agreement will establish an acknowledgment by the recipient of the possibility of recoupment of funds by the county in the event a county audit determines the recipient was not eligible to receive funds. This agreement will be open for a period of no-less-than five years from the date of the award.

SPARK Program
Small Business Grant Program Application
Nemaha County

General Information:

Business Name: _____ Owner Name: _____

Type of Business: _____ Business Based in County? YES___ NO___

Is the business owned (≥50%) by a resident of Kansas? YES___ NO___ Business is active as of Mar 1,2020? YES___ NO___

Operating Questions

-Is the business minority or woman owned (greater than 50% ownership)? YES___ NO___

-Is the business currently open and providing goods or services in the county?: YES___ NO___

-Is the business in good standing (if applicable) with the Kansas Secretary of State?: YES___ NO___

-Have you received funds from other federal or state COVID relief programs: YES___, amount \$ _____ NO___

a. If yes, briefly describe funding source and how funds were used: _____

b. If yes, has funding been greater than \$350,000? YES___ NO___

c. Funds cannot be used for duplicate purposes. Do you acknowledge you will not use the funds for duplicated charges and the county has the ability to recoup funds upon audit. YES___ NO___

Grant Request

-Was your business subject to mandatory or voluntary closures? If so, list dates closed: _____

Costs/Estimated Costs (Mar-Dec 2020) to safely reopen to or continue serving customers following CDC guidelines:
\$ _____

Costs/Estimated Costs (Mar-Dec 2020) to provide PPE, sanitization, or setup remote work for the safety of employees:
\$ _____

-Number of full-time employees (including owner[s]): _____ Number of part-time employees: _____

-Has your business had a decrease in gross revenue/net income due to COVID? YES___ NO___

If yes, please list your business's gross revenue/net income (excluding any COVID relief funds listed above):

March through August 2019 \$ _____/\$ _____

March through August 2020 \$ _____/\$ _____

Total loss of revenue/loss of net income for the period. \$ _____/\$ _____

- What is the current operating status? Fully operating___ Partially operating___ Operating remotely___

BY SIGNING BELOW, YOU AGREE TO THE FOLLOWING:

- You are **not** duplicating funding requests as mentioned above.

- Funds must be spent on COVID-19 RELATED expenses ONLY.

- All requests must have been **non-budgeted** and incurred **between March 1, 2020 and December 30, 2020**

- Failure to comply to above will result in recoupment/repayment of SPARK grant monies

Printed Name: _____ Signature: _____

Date: _____

Contact Email: _____ Contact Phone Number: _____

Completed Application, signed Memorandum of Agreement and IRS Form W-9 must be returned by November 11th, 2020