

# City of Veneta

## Rescue Veneta Grants Program

### & Application Packet



Adopted January 10, 2022

## Introduction

The City of Veneta is proud to offer the Rescue Veneta Grants Program to individuals, businesses, nonprofits, and other organizations within Veneta's Urban Growth Boundary. The overall goals of the Rescue Veneta Grants Program are to help businesses recover from the negative economic impacts of the COVID-19 pandemic. Individuals and organizations may apply to receive a grant from the City as appropriate. The application process is intended to provide the Business Assistance Committee and Veneta City Council with the information necessary to determine which applicants are awarded grants.

## Eligibility

### Eligibility for Program

#### Tier 1 Businesses - \$2,500

- Began operating in the City of Veneta and acquired a Veneta business license prior to September 1st, 2019.
- Must have a physical business location (including home-based) in the City of Veneta that generates revenue & employment.
- Must be currently open for business in the City of Veneta.
- Must have an independently owned, non-franchise and non-chain business.
- The business must have less than 25 employees. Part time employees will count as .5 employees.
- Have been mandated by government action or decree to close or significantly alter their business activity due to COVID-19.
- Must be able to demonstrate financial harm in the form of revenue loss as a result of COVID-19 pandemic and any related public health restrictions and orders. For example, total revenue from the 2020 calendar year was down in comparison to revenue from the 2019 calendar year.
- Demonstrate that their businesses have been significantly affected by COVID-19 or any related public health restrictions and orders.
- Can demonstrate that the use of the funds will assist them with recovering from the impacts of the COVID-19 Pandemic
- Must be currently open for business in the City of Veneta.
- The business must have a clear and specific use for the grant money.

## Tier 2 Businesses - \$1250

- Began operating in the City of Veneta and acquired a Veneta business license after September 1<sup>st</sup>, 2019.
- Must have a physical business location (including home-based) in the City of Veneta that generates revenue & employment.
- Must be currently open for business in the City of Veneta.
- Must have an independently owned, non-franchise and non-chain business.
- The business must have less than 25 employees. Part time employees will count as .5 employees.
- Must be able to demonstrate financial harm in the form of revenue loss as a result of COVID-19 pandemic and any related public health restrictions and orders.
- Demonstrate that their businesses have been significantly affected by COVID-19 or any related public health restrictions and orders.
- Can demonstrate that the use of the funds will assist them with recovering from the impacts of the COVID-19 Pandemic
- The business must have a clear and specific use for the grant money.

## Tier 3 Businesses - \$625

- Must have a current City of Veneta business license.
- Must have a physical business location (including home-based) in the City of Veneta that generates revenue & employment.
- Must be currently open for business in the City of Veneta.
- Must have an independently owned, non-franchise and non-chain business.
- The business must have less than 25 employees. Part time employees will count as .5 employees.
- Must have a Veneta business license.
- The business must have less than 25 employees. Part time employees will count as .5 employees.
- Demonstrate that their businesses have been significantly affected by COVID-19 or any related public health restrictions and orders.
- Can demonstrate that the use of the funds will assist them with recovering from the impacts of the COVID-19 Pandemic
- The business must have a clear and specific use for the grant money.

### **Eligible Expenditures:**

- Payroll costs
- Mortgage interest
- Rent
- Utilities

- Operational expenses
- Worker protection expenditures
- Costs associated with the compliance of public health measures
- Specific investment to enhance the viability of the business
- Construction of an outdoor dining area
- Innovative business or business community marketing program
- Workforce training or recruitment program
- Debt incurred as a result of the negative economic impacts of the COVID-19 pandemic. PPP loans and other COVID-19 Assistance Loans are not eligible debt expenditures.
- Hiring bonus. This is to be made to employees for employers that have had a difficult time attracting new workers. The bonus is to be awarded to employees after six months of employment. Capped at \$500 per employee.
- Loyalty bonus. This is to be made to employers for the purposes of employee retention. Employees must have six months of employment at the business given the grant award. Capped at \$500 per employee.

## How to Submit a Grant Application

- Applicants may begin the process to submit a grant application by reviewing the program and application packet and/or contacting staff at the City of Veneta. Contact staff in-person at Veneta City Hall, by phone at 541-935-2191, or by email at [chaselip@ci.veneta.or.us](mailto:chaselip@ci.veneta.or.us)
- After a preliminary interview, interested persons may begin to complete the application packet which includes:
  - Demonstration of Eligibility depending on Application Tier (1,2,3)
  - Expenditure Description with Cost Estimates.
  - Current City of Veneta Business License.
  - Rescue Veneta Grants Program Application Form.
- Grant applications may be submitted in person at Veneta City Hall or (**preferably**) by email at [chaselip@ci.veneta.or.us](mailto:chaselip@ci.veneta.or.us)
- Upon successful staff review, applications will be considered by the Business Assistance Committee (BAC) at the next possible meeting. The BAC will review grant applications in detail and make recommendations to Veneta City Council.
- Positive BAC recommendations will be considered by City Council at the next possible Council Meeting. City Council will award grants at their discretion.

## After Being Awarded a Grant

- Successful grant applicants will be required to sign a contract with the City of Veneta that formalizes the terms of the grant award.
- Grant funds will be disbursed as reimbursements. Grant recipients will purchase eligible goods and services and provide proof of purchase to staff at the City of Veneta. Staff will then reimburse the grant recipient for the full costs of goods or services.
- Staff will only provide reimbursements for goods and services included in the application. Unexpected or additional costs will not be eligible for reimbursement.



# Rescue Veneta Grants Program Application Form

PO Box 458 \* Veneta, OR 97487 \* 541-935-2191 \* Fax 541-935-1838 \* [www.venetaoregon.gov](http://www.venetaoregon.gov)

*Rescue Veneta Grants Program application information and accompanying financial records submitted to the City of Veneta will be kept in confidence to the extent permitted by law, and while the City believes that the records will not be subject to disclosure, it is possible that disclosure might be required for some documents.*

<b>APPLICANT</b>					
Full Legal Name of Applicant(s) and/or Company/Organization:				Telephone Numbers:	
				Business:	
				Personal:	
				Fax:	
Primary Contact:					
Street Address:					
City:	State:			Zip:	
Proposed Business Address (If different from above):					
City:	State:			Zip:	
Nature of Business:				Number of Employees:	
Date that the Business Originally Acquired a Veneta Business License:				Application Tier (1,2,3):	
<b>AGREEMENT</b>					
<ul style="list-style-type: none"><li>By signing below, you certify that all the information you have given in this application is true and complete. You authorize us to verify all your statements with any source, obtain credit and employment history (including your spouse's, if you live in a community-property state), provide any necessary documents to obtain your credit and employment history, and exchange information with others about your credit and account experience with us. You agree to provide additional information that we may require to process this application, including but not limited to, true and complete federal income tax returns, employment verification and income verification.</li><li>You also agree to reimburse the City for its expenses incurred in connection with any credit commitment. These expenses include, without limitation, the City's appraisal, environmental services and legal costs, which are payable even though the extension of credit may not be consummated.</li><li>You also represent that if you currently have any indebtedness or other obligations owing to the City, you have no defenses to or setoffs against such indebtedness or obligations. You also represent that you have no claims against the City for any matter regardless of whether or not they are related to this application.</li><li>You acknowledge that the contents of your application are subject to the Oregon Public Records Law.</li><li>You acknowledge that you are applying for a grant from the City of Veneta.</li></ul>					

Authorized Signature	Authorized Signature
Print Name	Print Name
Title	Title
Date	Date