



STEVENS County CARES State Relief Grants For Businesses and Non Profits

APPLICANT INFORMATION

Legal Name of the Business, including assumed name, if any:

<input type="checkbox"/> Sole Proprietorship	<input type="checkbox"/> Partnership	<input type="checkbox"/> Corporation or LLC	<input type="checkbox"/> Non-Profit
Length of Time in Business	Years Months	Fed Tax Id#	MN State ID
Mailing Address		City	Zip
Location Address		City	Township
Business Phone	()	Cell Phone	()
E-Mail Address		Web Address	
Contact Name		Title	
Amount of Funding Requested	\$ _____	The FTE number of employees including owner(s):	

Principal #1

Name	DOB	SS#
Address	City	ZIP
Percentage of Ownership _____%		

Principal #2

Name	DOB	SS#
Address	City	ZIP
Percentage of Ownership _____%		

Please answer the following:

1. Please list any grant funds received from Federal Relief Programs and Minnesota Department of Revenue or DEED in the form of state relief:
2. Discuss loss in employees from start of March 1, 2020 to current:
3. Discuss loss in revenue, or revenue trends you are seeing from March, 1, 2020 to current:
4. Discuss your anticipated loss in revenue in Q1 2021:
5. Discuss plans for how you will use funds(including sustaining your business, or reopening fully when allowed)

Funding Information

- Stevens County will be given \$256,400 to administer to businesses in Stevens County. Awards will be made on a prorated basis based on need, and spent in their entirety. Eligible applicants should state their need in the above listed questions.
 - Priority Applications will be as follows, but not limited to:
 - Businesses closed under Executive Orders 20-99 and 20-103
 - Hospitality and Lodging Businesses
 - Other performing arts, museums, and businesses not previously granted relief funds
- Applications will be considered by the Stevens County Business Relief Committee and Acted on by the County Board. The grant application and related attachments will be considered public information. The social security number, bank accounts, and date of birth information will be considered private data.

Eligible Applicants

- The Grantee suffered financial loss from business interruption caused by required closures or business reduction resulting from COVID-19 public health emergency or suffered loss in response to executive orders. Dates of loss for grant purposes are March 1, 2020 to December 31, 2020.
- The Grantee is physically located within the boundaries of Stevens County, Minnesota, grants are only for Stevens County business loss.
- The Grantee has been operating since at least March 1, 2020.
- The Grantee is expected to be fully operational after local and state emergency guidelines are rolled back. (in application consider speaking to sustaining business)
- The Grantee is not a publicly traded company.
- The Grantee must not have any unpaid liens registered with the Secretary of State's Office, the County will be required to verify this status. Must hold all current and applicable licenses.
- All terms are subject to change at the discretion of Stevens County Business Relief Sub-Committee. The Stevens County Business Relief Sub-Committee retains final authority to determine if a business is eligible or not, and whether to approve a grant or not. Acceptable uses include, but are not limited to: Payroll, Rent, Utilities, Insurance Costs, Legal Fees, Marketing/Advertising, Licensing, Accounting Fees, Routine Maintenance, Office Supplies, Repairs to existing building and maintenance, Property Taxes, and all other operational costs related to the business.
- Businesses may be required to submit receipts, bills, invoices, or other proof for how grant funds were spent.

Ineligible guidelines for Businesses/Non-Profits:

- Businesses who primarily derive income from gambling, adult entertainment. Businesses who primarily derive income from passive investments, rentals, property management

Application Requirements

- All applications shall be submitted by close of business Wednesday, 01/27/2021 at 4:00 pm. Applications should be submitted in a sealed envelope at: 400 Colorado Ave, Morris, MN or digital applications sent to rebeccayoung@co.stevens.mn.us Applications will be reviewed as they are accepted. Awards will be made after 02/01/2020.
- Completed grant application.
- Financial data or other items as requested by the review committee to verify application.

Process:

- Grants will be reviewed on going by committee as they are received. Once deadline closes, applications for grants funds and recommendations will be finalized. A list will be presented to the County Board with Business Name and award amount for final approval
- A grant agreement will need to be executed with the county prior to issuance of funds.

GRANT PROGRAM POLICY AUTHORIZATION FOR RELEASE OF INFORMATION

I declare that the information provided in this application and on the accompanying exhibits is true and complete to the best of my knowledge. Stevens County has the right to verify any information contained in this application and may contact any individuals and institutions involved with the proposed project. Furthermore, I represent that all funds awarded will be used on operational expenses related to the above listed business and will not be used for a new business or business expansion.

Signature/Title of Applicant: _____ Date: _____

Signature/Title of Applicant: _____ Date: _____

The Stevens County Board of Commissioners retains final authority to determine if a business is eligible or not, and whether to approve a grant or not.

For questions, please call Rebecca Young at 320.208.6583 or email at rebeccayoung@co.stevens.mn.us.