

Glenn County Small Business Stabilization Grant Program

Program Information

The Glenn County Small Business Stabilization Grant Program is funded through the American Rescue Plan Act (ARPA) to support small businesses impacted by COVID-19. Small businesses have faced widespread challenges due to the pandemic, including periods of shutdown, declines in revenue, and increased costs. Small businesses eligible for assistance are those that experienced negative economic impacts or disproportionate impacts of the pandemic and meet the definition of “small business.” For this grant program, small businesses are defined as those with one hundred (100) employees or less and are independently owned and operating within the County of Glenn.

The Glenn County Small Business Stabilization Grant Program will provide a maximum of fifteen thousand dollars (\$15,000) in one-time grant awards to for-profit small businesses located within Glenn County. These grant funds will assist small businesses with costs associated with the impacts of business closures, the costs associated with adherence to local requirements for safe business re-openings, and the business’s financial impacts due to COVID-19. The Program Operator will choose grantees via a lottery process from a pool of applicants determined to be eligible small businesses after a three (3) week open application window.

Grant Eligibility

- Applicants shall be for-profit businesses physically located within Glenn County and with a demonstrated economic need as a direct result of COVID-19.
- Applicants must provide a State of California issued Driver’s License or Identification Card to show proof of residency.
- Grants will be limited to one grant per business entity. Franchise based businesses are not eligible for funding under this program.
- Businesses must have one hundred (100) or fewer full-time equivalent employees (FTE) or less. Self-employed business owners are eligible. (30+ hour per week equals 1.0 FTE; a part-time employee working 29 hours or less per week equals 0.5 FTE).
- To be eligible for funding under this grant program, debt obligation cannot be incurred prior to March 3, 2021.
- Business applicant must have no outstanding local, state, federal tax liens nor judgements. If this is applicable, business must provide documentation of their current payment plan.
- Applicants must have no bankruptcies within the last three years. Bankruptcies must have a discharge date dating back at least (3) years at time of grant application. Verified through credit check. No minimum credit score required.
- The applicant must have been in business since March 1, 2020, and be able to demonstrate, through the provision of 1 year of federal business tax returns or Fictitious Business Name Statement filed on or prior to March 1, 2020.

- A business license is required if the business is located within the cities of Willows and Orland.
- Applicants must attest to:
 - Their business adhering to all local, Federal, and State guidance related to COVID-19.
 - Not using these grant funds for the same purpose as other federal, state, or local funding received, such as the Payment Protection Program (PPP), Economic Injury Disaster Loan (EIDL) program, or other state and local grants, as this would constitute a duplication of benefits under federal guidelines.
 - Grant funds being utilized for expenditures directly related to impacts from COVID-19.

Grant Application Instructions

The application packet is available online at www.glennbusinessresourcehub.org. The packet includes grant information, a preview to the application form and FAQs. Complete applications will be submitted online via www.glennbusinessresourcehub.org.

Timeline:

Please submit your grant application packet no later than 5:00 pm PST on September 2, 2022. All application packets will be submitted online at www.glennbusinessresourcehub.org. Applications may not be dropped off in person.

- Invitation for grant application release – August 15, 2022
- Grant application and required documents are due – September 2, 2022
- Grant recipients notified – estimated September 30, 2022
- All reporting must be submitted to the County of Glenn by December 31, 2022.

Questions:

Please visit www.glennbusinessresourcehub.org to review general grant guidelines or Frequently Asked Questions (FAQs) or contact us at admin@glennbusinessresourcehub.org.

Glenn County Small Business Stabilization Grant Program

Frequently Asked Questions

How do I apply for the Glenn County Small Business Stabilization Grant Program?

- The application packet is available at www.glennbusinessresourcehub.org. The packet includes grant information, a preview of the application form, and FAQs. Complete application packets will be submitted online at www.glennbusinessresourcehub.org.

What is the definition of a “small business” for the Grant?

- Businesses with 100 full-time equivalent employees (FTE) or less. Self-employed business owners are eligible. (30+ hour per week equals 1.0 FTE; a part-time employee working 29 hours or less per week equals 0.5 FTE)

What is the Grant limit?

- Small businesses may apply one time for a grant of up to \$15,000.

My business has received federal emergency fund through another source of federal funds, such as the Paycheck Protection Program (PPP) or the Economic Injury Loan (EIDL), are we eligible to apply for this grant?

- Eligible businesses located within Glenn County are welcome to apply; however, applicants will be required to attest that no other support, either public or private, has or will be received to cover any of the expenses presented in the grant application.

Does my business have to provide documentation for eligible expenses?

- The Program requires that applicants complete a narrative statement that outlines the impacts the business has experienced and how the grant funds will be used to support these impacts. Examples of impacts to small businesses include decreased revenue or gross receipts, financial insecurity, increased costs, capacity to weather financial hardship, challenges covering payroll, rent or mortgage, and other operating costs. Grant recipients will be required to self-attest that they understand the eligible uses of the grant funds.

What other documentation do I need to submit?

- Applicants must provide a State of California issued Driver’s License or Identification Card to show proof of residency.
- Documentation showing that the applicant has been in business since March 1, 2020 such as 1 year of federal business tax returns or Fictitious Business Name Statement filed on or prior to March 1, 2020

- A city issued business license is required if the business is located within the cities of Willows and Orland.
- A Credit Authorization Form must be completed and signed by all owners of 20% or more of the business. This form can be downloaded at www.glennbusinessresourcehub.org.

How long is the application period?

- Applications will be accepted during a three-week period, August 15, 2022 through September 2, 2022.

How long do we have to spend the funds?

- Grant funds can be used for eligible expenses incurred from 3/3/2021 through December 31, 2022. Funds will be disbursed for the approved amount, up to \$15,000, in eligible reimbursements submitted with the grant application or in subsequent reporting forms as approved by Glenn County. Grant recipients will be required to self-attest that they understand the requirement to return any unexpended or uncommitted grant funds to the County within the stated period.

Who will be reviewing and approving the applications?

- The Program Operator will review the applications for eligibility, including all attached documents, to make sure they are complete and meet eligibility criteria. Applicants will be notified by e-mail if their application has been approved, denied or if they are required to provide additional information. Approved applicants will be selected to receive the grant funds on a lottery basis after a three-week open application window.

What type of expenses will the grant funds cover?

- Grant funds can be used to support costs associated with:
 - Payroll and benefits costs
 - Cost to retain employees
 - Commercial rent
 - Commercial mortgage payments
 - Utility bills
 - Costs associated with safely reopening and/or modify business operations to accommodate social distancing
 - Continue appropriate cleaning/sanitation/protection protocols and establish other operational and communications changes for workers and customers
 - Other similar business operating costs incurred after March 3, 2021, and due to COVID-19

How will the funds be disbursed?

- Businesses that receive approval will be contacted when the funds are available.

Who can I contact if I have any questions?

- If you have any questions that are not covered in these Frequently Asked Questions or applicant instructions, you can contact the Program Operator by e-mail at admin@glennbusinessresourcehub.org.

What happens if I do not spend all my funding?

- Any grant funds unexpended, or uncommitted at the end of the grant period, must be promptly returned to Glenn County within 30 days. Grant recipients will be required to self-attest that they understand the requirement to return any unexpended or uncommitted grant funds to the County within the stated period.

Credit Authorization Form

To be completed by any owner of 20% or more of the business. The following information is necessary for 3CORE to obtain a copy of your credit report. Please provide a copy of a valid a Photo/screenshot or scanned copy of your Real ID, driver's license or passport.

Legal Name: _____	
Legal Address (No P.O. Boxes): _____	
City, State and Zip Code: _____	
Telephone Number: _____	Fax Number: _____
Driver's License Number: _____	State: _____
Social Security Number: _____	DOB: ____ / ____ / ____

Legal Name: _____	
Legal Address (No P.O. Boxes): _____	
City, State and Zip Code: _____	
Telephone Number: _____	Fax Number: _____
Driver's License Number: _____	State: _____
Social Security Number: _____	DOB: ____ / ____ / ____

Legal Name: _____	
Legal Address (No P.O. Boxes): _____	
City, State and Zip Code: _____	
Telephone Number: _____	Fax Number: _____
Driver's License Number: _____	State: _____
Social Security Number: _____	DOB: ____ / ____ / ____

Legal Name: _____	
Legal Address (No P.O. Boxes): _____	
City, State and Zip Code: _____	
Telephone Number: _____	Fax Number: _____
Driver's License Number: _____	State: _____
Social Security Number: _____	DOB: ____ / ____ / ____

I hereby authorize 3CORE to contact credit reporting agencies and creditors with regards to the status of any past or outstanding debt or other credit history or information that such agencies make available for credit worthiness evaluation at present or at any time in the future for the purpose of making a business grant. Such information may include, but may not necessarily be limited to, employment and income verification and account deposit histories and balances. I have been informed that the requested credit report is for 3CORE use only and I will not be able to obtain a copy from 3CORE. However, I have been informed that I may contact the credit reporting agencies individually to obtain a copy of a similar report. 3CORE will use it's reasonable efforts to keep confidential such non-public financial and other information regarding this Credit Authorization and my grant application (the "Application") as it may receive, and I understand and agree that in any event 3CORE may disclose any such information (a) to its directors, officers, employees, service providers, funding sources and agents, including accountants, legal counsel and other advisors (it being understood that 3CORE has limited power and control over its agents, employees and other third parties and any failure by them to keep furnished information confidential shall neither constitute a breach of this confidentiality provision nor afford the undersigned or any other party a right of action against 3CORE, its agents or employees), (b) to the extent requested by any government authority, (c) to the extent required by applicable laws or regulations or by any subpoena or similar legal process, (d) in connection with the exercise of any remedies hereunder or any suit, action or proceeding relating to this Credit Authorization or the application, or the enforcement of rights hereunder, (e) with my consent or (f) to the extent such information (i) becomes publicly available other than as a result of a breach of this confidentiality provision or (ii) becomes available to 3CORE on a non-confidential basis from a source other than me; provided that in no event shall 3CORE be obligated or required to return any materials furnished by me, my business or any of its affiliates.

Date: _____
Signature: _____
Print Name: _____

Date: _____
Signature: _____
Print Name: _____

Date: _____
Signature: _____
Print Name: _____

Date: _____
Signature: _____
Print Name: _____



Select Language ▼

Small Business Grant Application

Step 1 of 3

Complete Your Grant Application

Business Legal Name *(Required)*

Is your business a 'for-profit' business? *(Required)*

Yes

No

Where in Glenn County is Your Business Located? *(Required)*

Select a Location ▼

Current number of full-time employees (30 hours or more per week equals 1.0 full-time equivalent employee) *(Required)*

Current number of part time employees (29 hours or less per week equals 0.5 full-time equivalent employee) *(Required)*

Business Structure *(Required)*

Make a Selection ▼

Business Address (must be located in Glenn County) *(Required)*

Street Address

Address Line 2

City

ZIP / Postal Code

Mailing Address (if different)

Street Address

Address Line 2

City

ZIP / Postal Code

Business Phone *(Required)*

Business Cell (if different)

Primary Business Owner Name *(Required)*

First

Last

Primary Business Owner Mailing Address *(Required)*

Street Address

Address Line 2

City

ZIP / Postal Code

Date Business Was Established in Glenn County? *(Required)*

List the names and ownership interest of all other business owners with 20% or more ownership

Full Name

Ownership %

Click the + icon to add more owners.

Does the business have any unpaid local, state, or federal tax liens or judgments? *(Required)*

Yes

No

Have business owner(s) filed for bankruptcy in the last 3 years? This will be verified through a credit check. *(Required)*

Yes

No

Industry Type *(Required)*

Make a Selection ▼

Narrative: Please provide a detailed description of how your organization plans to utilize these funds. All funds requested must address the challenges due to the COVID-19 pandemic, including periods of shutdown, declines in revenue, or increased costs. Please also explain how this grant will be used to mitigate financial hardship caused by the pandemic, such as by supporting payroll and benefits, costs to retain employees, and mortgage, rent, utility and other operating costs.

0 of 750 max characters

Please be prepared to upload the following:

- ✓ A state of California issued Driver's License or Identification Card
- ✓ Documentation showing that business has been operating in Glenn County since at least March 1, 2020 (e.g., 1 year of federal business tax returns or Fictitious Business Name Statement filed on or prior to March 1, 2020)
- ✓ A city issued business license if the business is located within the cities of Willows and Orland (this is required)
- ✓ A Credit Authorization Form completed and signed by all owners of 20% or more of the business. This form is available in the application packet at www.glennbusinessresourcehub.org