

EDC

Clallam Economic Development Council



Grant Clallam County Small Business Lifeboat Program

OVERVIEW:

The [Clallam County Economic Development Council](#) has partnered with Clallam County to administer a small business relief grant program made possible by federal CARES Act funding.

The intent of this grant is to reimburse businesses which have or are running out of reserves as a partial bridge to help them weather the COVID-19 public health emergency.

This grant is open to all for profit and non-profit businesses in Clallam County.

Thus far, the County has committed \$200,000 for small business assistance using federal CARES funding. The County Commissioners are assessing the many needs of Clallam County citizens and we anticipate they will direct additional funding to be allocated to the Lifeboat Grant Program in the coming weeks. Of the initial \$200,000, \$60,000 will be awarded to privately-owned Child Care businesses in Clallam County.

These funds must be fully distributed by **October 31, 2020** .

Each business may receive **up to \$10,000** based upon eligible COVID-19 impacts. The funds will be distributed to grant recipients after a grant contract is signed with the Clallam EDC and eligible invoices are approved by the Clallam EDC.

SELECTION PROCESS:

Funds will be awarded on a point system based on criteria established by the Clallam County EDC Grant Selection Committee. The eight members of the Selection Committee appointed by the cities of Port Angeles, Sequim and Forks, our County's three largest Chambers of Commerce, the United Way and a Childcare Advocacy Professional.

Clallam EDC will offer a webinar on this Monday, July 18th at 2pm for anyone on the application, timeline, and selection process. This is a great opportunity to ask questions and make sure you have all necessary details and documents required for a successful application.

You can sign up for the Grant Review webinar [Here](#) .

If you cannot attend the webinar, we will have the webinar recorded by the end of the day on this website and we will send a link to it out in our next Clallam EDC email update.

You may access a sample PDF version of the grant application [Here](#). The application will become a fillable online process at 4pm on Monday, July 13th . We will not accept a PDF form. This PDF version is only for your review to understand the process.

APPLICATION TIMELINE:

Grant selection will occur on a rolling basis and we will reopen another grant window if we receive additional funding from County or State sources.

All applications will be reviewed for consistency with all eligibility criteria and verified for application requirements.

If we receive additional funding in July or August to support small business grants, we will reopen the application window. Completed applications that were received in the first window but not selected for a grant will be considered in a later round.

Applicants **may receive County funding only once** .

The first window to apply will open at 4pm on Monday July 13th . If you would like to review the application form you may do so by selecting the link below.

Application portal goes live at 4pm Monday July 13th .

The Application window will close at 4pm on Friday, July 17th.

Approved applications will enter into a contract with Clallam County Economic Development Council on the County's behalf. These funds must be fully distributed by October 31, 2020.

ELIGIBLE BUSINESS CRITERIA:

- All business types are eligible
- Have an active business license in Washington State
- Have a physical business address in Clallam County.
- Have experienced a documented loss of income due to COVID-19 impacts based on gross revenues comparing the first half of 2019 and 2020.

- Have been in business since Jan 2019 or earlier.
- Receipt of Paycheck Protection Program (PPP) funds or EIDL Loan grants or funds does not disqualify applicants, however applicants must include this information to ensure we do not reimburse a business for funds that the federal government already provided funds to support – “no double-dipping”.
- Grant limitations: one Lifeboat Grant per owner/business entity or franchise holder

INELIGIBLE USE OF GRANT FUNDS:

The intent of this grant is to reimburse business related expenses, from March 1, 2020 to September 30, 2020.

Businesses MAY NOT use the funding for the following activities:

- Any expense that would not be considered an eligible business expense by IRS rules.
- Political contributions.
- Bonuses to owners or employees.
- Charitable contributions
- Gifts or parties
- Draw or salary to owner that exceeded the amount that they were paid on a weekly or monthly basis for the same period in 2019.
- Pay down or pay off debt by more than required in underlying debt instrument.
- Any expense paid for through PPP loan funds or EIDL Loan funds.

APPLICATION CRITERIA AND SCORING:

All childcare businesses will be graded separately and businesses that score the highest will receive the \$60,000 set-aside for childcare businesses.

All other businesses will compete for the remaining \$140,000 and any other funds allocated to the Clallam County Small Business Lifeboat Grant Program.

If all minimal qualifications are met, the follow will be used as grading criterion:

- Number of employees
- Level of Impact the business experienced due to Public Health Emergency
- Months of Reserves Available
- Prior award of other non-SBA grant funds (this does not disqualify an applicant, but the points received will be lower than those that have not already received funding of this type).

The Portal for the Lifeboat Grant will be accessed through www.ChooseClallamFirst/grants on Monday at 4pm.

