CITY OF MT. WASHINGTON, KY
RESOLUTION 2020-04

A RESOLUTION OF THE CITY OF MT. WASHINGTON ADOPTING A SMALL BUSINESS RELIEF PROGRAM AND ALLOCATING $45,000 FROM THE CITY GENERAL CONTINGENCY FUND AND $45,000 FROM WATER SALES AND SERVICE FUND TO BE ADMINISTERED THROUGH A GRANT APPLICATION PROCESS FOR QUALIFIED SMALL BUSINESSES WITHIN THE CITY LIMITS OF MT WASHINGTON

WHEREAS, the City of Mt. Washington, Kentucky is currently under an Executive Order declaring a State of an Emergency due to COVID-19 Pandemic; and

WHEREAS, the City Council wants to extend support to current small businesses in an effort for their business to thrive and continue to boost the economic growth in the City of Mt. Washington through this pandemic.

NOW, THEREFORE, BE IT RESOLVED this 30th day of April 2020, by the City of Mt. Washington, Kentucky; that

The Mayor is hereby authorized to administer a grant application process for relief of small businesses within the city limits of Mt. Washington and secure $45,000 through a grant process from the City General Contingency Fund and $45,000 from the Water Sales and Service Fund and furnish all required documentation, including a grant application and requirements for eligible business owners in furthereance of the above referenced program and to act as the authorized correspondent for said program

Adopted by a vote of 4 in favor, 0 against, 0 abstentions this 30th day of April 2020.

Results of a roll call vote are as follows:

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<th>YES</th>
<th>NO</th>
<th>ABSTAIN</th>
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<tbody>
<tr>
<td>TROY BARR</td>
<td>X</td>
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<tr>
<td>GREG GENTRY</td>
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<td>SANDRA HOCKENBURY</td>
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<td>MIKE HOLT</td>
<td>X</td>
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<td>DANIEL DOOLEY</td>
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<td>GAYLE TROUTMAN</td>
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ATTEST:

Elizabeth D. Hardin, City Administrator

Barry Armstrong, Mayor
COVID-19 PANDEMIC
SMALL BUSINESS RELIEF PROGRAM

In light of the COVID-19 Pandemic currently affecting our community, the City of Mt. Washington recognizes the increased burden being placed on local businesses. The City wishes to pledge additional support by offering business relief grants of up to $3,000 for small businesses to aid in recovery of their operations.

To be eligible for assistance, a business must meet all the following:

1. Exist within the city limits in a brick-and-mortar location
2. Own the property/building or have a lease arrangement with the property owner
3. Be current on City of Mt. Washington property tax payments, occupational license fees, maintain a current business license and has met all requirements mandated by the Secretary of State to operate in the State of Kentucky
4. Be a small business as defined as:
   a. Net profit income for 2019 of no more than $200,000 or businesses with less than 25 employees, supported by the presentation with application with your Schedule C (Form1040). If you have yet to file your 2019 return a 2018 return will be considered
   b. Open and operating before January 1, 2020
5. Not be a franchise or franchise-affiliated
6. Be categorized as a non-essential business type that was required to cease or reduce operations as a result of the Executive Orders issued by the Governor and has been compliant with this order
7. Business must be listed in the eligible business category

SCHEDULE OF ASSISTANCE

- This relief program grant will be awarded to qualified businesses only
- The maximum amount of funding assistance will be $3,000
- Assistance will be provided to businesses after review of their application
- Applications will be taken May 1, 2020 through May 19, 2020
- Funds will be awarded beginning May 26, 2020
- Recovery funds will be awarded to successful applicants for paid expenses that have occurred beginning March 1, 2020. Proof of these payments will be required.
SUBMISSION OF APPLICATION

An application for funds must be completed and submitted to the City of Mt. Washington by the close of business (4:30 PM), May 19, 2020. Businesses most significantly impacted by the executive orders of the Governor are encouraged to apply.

The application must be downloaded from the City’s website, www.mtwashingtonky.org Applications should be mailed to the City of Mt. Washington, P.O. Box 285, Mt. Washington, KY, 40047 Attention: RELIEF; or may be placed in the drop box located at 311 Snapp Street in the front of City Hall in a sealed envelope marked RELIEF.

FUNDING CRITERIA

Eligible Businesses:
1. Retail (general, specialty)
2. Barber/Beauty Salons
3. Restaurants
4. Small businesses closed by Governor’s Executive Order

Non-Eligible Businesses:
1. Home Occupations
2. Real Estate Companies/Agents
3. Attorneys
4. Finance/Accounting Firms
5. Food Trucks
6. Not-for-profit organizations
7. Landlords/rental property owners

Eligible Expenditures:
1. Payroll
2. Rent/Lease/Mortgage Payments
3. Utilities

Any questions should be addressed to lpuchino@mtwky.org or by calling 502-744-8100.

The applicant will be notified if funding will be provided, the amount of funding if approved, and will be required to provide an IRS W-9 Form to the City of Mt. Washington.
City of Mt. Washington Small Business Relief Program
Grant Application

Opens 05/01/20 8:00 AM  Deadline: 05/19/2020 4:30 PM

The City of Mt. Washington is pledging additional support to small businesses forced to close or reduce services in response to COVID-19 related executive orders issued by the Governor of Kentucky. The City is offering a one-time business relief grant up to $3,000 for eligible businesses within the corporate boundaries of Mt. Washington. Businesses most significantly impacted by the Governor’s orders are encouraged to apply. Any questions should be addressed to:
lpuchino@mtwky.org  (502) 538-4216

Important Instructions and Information

Complete all parts of this application, along with a W-9 Form and mail to:
City of Mt. Washington, P.O. Box 285 Mt. Washington KY 40047 Attn: RELIEF
You may also hand deliver this application in our night drop box located in front of City Hall
Incomplete applications will not be accepted. Funds are limited; grants made only as funds are available.
Grant awardees may be required to provide additional documentation to the City of Mt. Washington.

Completion of this Application Does Not Guarantee an Award. Funds Will Be Awarded Beginning 05/26/2020

To be eligible to apply for this grant, a business must:

- Be categorized as a non-essential business type that was required to cease or reduce operations as a result of the executive orders issued by the Governor of Kentucky and has been compliant with said order.
- Exist within the Mt. Washington city limits in a brick-and-mortar location
- Own the property building or have a lease agreement with the property owner.
- Must have a valid Business License and be current on all taxes and/or fees due to the City.
- Be open and operating before January 1, 2020
- Net Profit for 2019 of no more than $200,000 or a business with less than 25 employees
- Not be a franchise or franchise-affiliated
- Business must be listed in the eligible business category listed on the overview

General Information

Name of Business (Include DBA, if applicable)  Business Tax ID (EIN/FEIN or SSN)

Physical Location

Mailing Address (if different from above)

Primary Contact Name  Business Phone

Email Address  Business Start Date

Business type:  □ Sole Proprietorship  □ Partnership
               □ Limited Liability Corp  □ Corporation

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CITY OF MT. WASHINGTON SMALL BUSINESS RELIEF PROGRAM
GRANT APPLICATION
OPENS 05/01/20 8:00 AM  DEADLINE: 05/19/2020 4:30 PM

ELIGIBILITY INFORMATION
* ADDITIONAL INFORMATION MAY BE REQUESTED TO PROCESS APPLICATION

- Is this business a franchise or part of any franchise agreement?  Yes □   No □
- Does the business have a current City of Mt. Washington Business License?  Yes □   No □
- Was this business current on it’s payroll and property taxes as of 03/01/2020?  Yes □   No □
- Is the property where the business operates as of 03/01/2020?  Yes □   No □

Name of Landlord or Owner & telephone # ____________________________

ATTESTATION
I understand that:
- Grant monies are considered taxable income and the City of Mt. Washington is required by law to report it as such and send 1099 to each awardee.
- Demand for this relief grant may exceed funding resources.
- If awarded a grant, all monies will be received after proof of expenses dated beginning March 1, 2020.
- Eligible expenditures for grant money are limited to payments made by the awarded business for rent/mortgage/payroll/utilities.
- A copy of W-9 and Schedule C form is required.

I certify that the facts, representations and documents set forth in this grant application are true and correct, under the KRS penalties and perjury laws.

I hereby grant permission for the City of Mt. Washington to verify the information associated with my application.

Signature of Business Owner/Authorized Representative ____________________________ Date __________

Mail application, along with a complete W-9 and Schedule C Form to:
City of Mt. Washington, P.O. Box 285, Mt. Washington KY 40047 ATTN: RELIEF
or you may hand deliver in the Night Deposit Box in front of City Hall

FOR OFFICE USE ONLY

REQUEST APPROVED  YES □   NO □  AMOUNT APPROVED $ __________
IF DENIED, GIVE REASON: ________________________________________________________________
DATE PAID ____________________________