

# Small Business Relief Grant Program



## Dakota County Small Business Relief Grant Program, Round 4

Dakota County has received approximately \$8.3 million to support local businesses, as approved by the State Legislature on December 14, 2020. The County received this allocation from the State on a per-capita basis and is directed by law to use the funds to make grants to individual businesses and non-profits that, to the extent it is feasible for the county to determine are: located in the county; have no current tax liens on record with the Secretary of State; and are impacted by an Executive Order related to the COVID-19 pandemic.

Dakota County, in partnership with Dakota County Community Development Agency, has contracted with Baker Tilly, third-party administrator, to collect and review applications and award program grants.

### Eligibility

Applicants must meet all the following criteria to be eligible:

- Must have a physical location in Dakota County.
- 75 or less full-time equivalent employees.
- No current tax liens on record with the Minnesota Secretary of State as of the time of application.
- Impacted, directly or indirectly, by an Executive Order related to the COVID-19 pandemic. This includes but not limited to: being closed by an order or evidence of being impacted by sales or revenue declines.
- In operation on or before November 1, 2020.
- In good standing with Dakota County.

For-profit businesses and organizations are eligible for funding. Sole proprietors, home-based businesses, and franchisees are also eligible.

Additionally, non-profits, such as but not limited to, arts organizations, museums and fitness centers, that earn revenue similar to businesses, including but not limited to ticket sales and membership fees are eligible to apply.

Applicants who previously received Coronavirus Aid, Relief, and Economic Security (CARES) Act grants (state, county, and/or city grants) are eligible\* to apply for this funding but must submit a new application to be considered for eligibility.

\*See Priority groups listed below.

## Ineligibility

- Applicants without a physical establishment in Dakota County.
- Corporate-owned chains.
- Applicants in default conditions prior to November 1, 2020.
- Applicants who primarily derive income from any of the following: gambling; adult entertainment; property rentals/property management; billboards; or lobbying.

## Award Amount

An applicant is eligible for up to \$15,000 of grant funds from the Dakota County Small Business Relief Grant Program, Round 4. To ensure accessibility of funds to all eligible applicants, funds will be prioritized.

**Priority 1** is divided into two pools (A and B) with dedicated funding for each pool.

Pool A includes for-profit businesses that have not received any funding from Dakota County through the CARES-funded Small Business Relief Grant Program (Rounds 1, 2 or 3) or state funded grant programs providing COVID-19 relief in 2020 or 2021. Applications will be reviewed on a first-come, first-serve basis.

- A maximum of \$7.8 million is set aside to fund Pool A applicants.

Pool B includes non-profit organizations that have not received any funding from Dakota County through the Nonprofit Assistance Program or state funded grant programs providing COVID-19 relief in 2020 or 2021. Applications will be reviewed on a first-come, first-serve basis.

- A maximum of \$500,000 is set aside to fund Pool A applicants.

Applications from Priority 1 Pools A and B will be reviewed at the same time.

**Priority 2** includes businesses and nonprofits that have received less than a total of \$15,000 in Rounds 1, 2, and 3 of the Small Business Relief Grant Program or the Nonprofit Assistance Program, or state funded grant programs providing COVID-19 relief in 2020 or 2021. Priority 2 applications will be awarded, based on a first-come, first-serve approach, if there are unawarded funds from Priority 1.

**Priority 3** includes providing additional funding to Priority 1 and Priority 2 applicants and previous grant recipients. Previous grantees are defined as businesses and nonprofits who received \$15,000 or more in Rounds 1, 2, or 3 of the Small Business Relief Grant Program or the Nonprofit Assistance Program. Previous grantees must reapply for this round of funding. Grants will only occur in Priority 3 if there are unawarded funds from Priority 1 and Priority 2.

Applicants must certify that they have general operating costs incurred during the COVID-19 pandemic, that were not reimbursed by other city, county, state or federal funding, that meets or exceeds the amount of the grant requested.

***Businesses must be in compliance with all State of Minnesota Executive Orders at the time of application and after they receive assistance. If they are found in violation of any Executive Orders, they will be responsible for paying back any funding received under this program.***

## Use of Funds

- Funds must be used for business operating expenses incurred during the COVID-19 pandemic. Those expenses may include: payroll expenses, rent payments, mortgage payments, payments to suppliers, insurance, utility expenses or other critical business expenses (including expenses related to closing and/or reopening).
- Dakota County funds may NOT be used for the same expenses or activities that were paid with other sources of grant or COVID relief funds.

## Applications

- Applications will be accepted starting at Noon on January 21, 2021.
  - Applicants in Priority 1, 2, and 3 can all begin applying on January 21, 2021.
- Application, including required documentation, must be complete before it will be reviewed by third-party administrator.
  - During review, the third-party administrator may request additional documentation as deemed necessary to determine eligibility or to meet program requirements.
- Applications will be reviewed on a first-come, first-serve basis within each Priority Group.
- Completed applications from the Priority 1, Pool A and Pool B will be processed and awarded as they are received.
- Priority 2 applications will be awarded if the funding is not fully spent in Priority 1.
- Priority 3 applications will only be funded if the funding is not fully spent in Priority 1 or Priority 2.
- All applications will be accepted through 5:00 p.m. on February 12.

The Dakota County Board reserves the right to revise these guidelines as needed to best address the impact of the COVID-19 pandemic.

## Questions?

Call 651-675-4481 or email [smallbusiness@dakotacda.org](mailto:smallbusiness@dakotacda.org).