

SMALL BUSINESS ASSISTANCE PROGRAM FREQUENTLY ASKED QUESTIONS

1. How can I determine if my business is in 'good standing' with the State of Illinois and the County of Will?

If you are up to date with your tax filings, and you have no unsettled debt with the State of Illinois or the County of Will, you may be considered in good standing. Please consult your tax advisor to determine your current status.

2. My place of business moved from Kane County to Bolingbrook in January 2020. I was forced to partially shut down in March because of the pandemic mandates. Am I eligible to apply for Will County's small business COVID-19 relief funds?

- ✓ Yes. If you have a physical commercial location, or your home-based business is located within the legal jurisdiction of the County of Will, in the State of Illinois and you:
- ✓ Can certify your business is a legal entity registered in the State of Illinois
- ✓ You have a valid TIN, EIN, or SSN
- ✓ Can certify your business was in operation before February 15, 2020
- ✓ Are in good standing and not in default with the State of Illinois and Will County
- ✓ Have less than 25 employees
- ✓ Have annual revenues under \$2.5 million
- ✓ Have been adversely affected by COVID-19,
- ✓ You may apply for this grant.

3. My retail store was mandated to close in early March. I have seasonal merchandise that I can't sell at retail value, and it may be a total loss to me. Is this considered a COVID-19 related loss?

If your business suffered actual financial loss due to mandatory closures or other circumstances resulting from the pandemic; and you can document such losses, you are eligible to apply for a small business grant.

4. I have a small entertainment venue that was forced to close in March 2020. I have experienced substantial losses from food and beverage inventory, cancelled bookings, etc. I have not been able to pay my lease. Will this grant help me cover past due rent, current losses, and my costs to retrofit my existing space to accommodate new health safety guidelines and social distancing?

Yes, if your expenses occurred after March 1, 2020, or after the government mandatory shutdown; and you can document these costs as COVID-19 related, you should apply for this small business grant.

5. I own an engine repair home-based business. I do not have an accountant to assist me with my application, where can I get help?

Will County has partnered with local financial institutions and community-based organizations to provide technical assistance in English and Española to potential applicants. Please visit the Will County website or click here www.willcountyillinois.com/COVIDbizgrant for information about available resources, and where you can get the help you need to complete your application.

6. I have a small farm in unincorporated Will County. In past years, I've sold my harvest at local flea markets throughout the region. Since the mandatory closure of public gatherings, fairs, etc., I have suffered tremendous financial loss. Am I eligible to apply for this grant?

Yes. All grant applicants must attest to any financial loss as indicated in the on-line application. You will need to upload all supporting documents as requested in the small business application portal.

- 7. In past years, I have sold my specialty livestock at a good price. With restaurant closures during the height of the pandemic, the market for prime meats have fallen dramatically. Should I apply for these grant monies?**

Yes. If your financial losses are attributed to the COVID-19 pandemic, you should submit your application.

- 8. I must purchase additional sanitation equipment and PPE supplies before I can fully re-open my feed store to its previous capacity. Will these purchases qualify for reimbursement under this small business grant program?**

Yes. Any reasonable expenses purchased prior to December 30, 2020 for new safety standards to fight the spread of COVID-19 are allowable in this grant.

- 9. Will historically disadvantaged minorities, women, persons with disabilities, and veterans be given priority consideration for a grant award?**

The County of Will is committed to equal opportunity for all applicants, in accordance with all Federal, state, and local laws. Our goal is to ensure the distribution of these grant funds is reflective of the diversity of the County of Will, and its small business owners and residents. COVID-19 has had disproportionate impact on people of color and economically distressed communities. Preference will be given to businesses located in low-or moderate-income Community Areas (as defined by USHUD). All efforts will be made to ensure that approved applications will be representative of the people of Will County, and reflect its distressed census tracts, and otherwise underserved areas of the County.

- 10. I am contemplating filing bankruptcy; can I still apply for this grant to recover past losses due to COVID-19?**

The small business grant opportunity is intended to provide emergency assistance to help stabilize Will County businesses so they may soon return to pre-pandemic operations. If you are planning to restructure or liquidate your company, it is recommended that you confer with your legal counsel for professional guidance.

- 11. Which of my business expenses may be covered by this grant?**

The intent of Will County's small business grant program is to provide financial relief for small businesses adversely impacted by COVID-19, if located in Will County. You may purchase, or may have purchased personal protective equipment (PPE) for employees; sanitation supplies; retrofits for health and safety compliances; rent, mortgage, and utilities; telework, communications equipment, as well as other reasonable expenses you may need to recover your losses, and prepare for openings and an expanded re-opening.

- 12. My restaurant has just purchased additional plastic utensils, single use menus, and pre-packaged condiments in anticipation of my reopening, and I've just rented a tent to provide patio dining service. Are these expenses eligible for reimbursement?**

Yes.

- 13. During the mandatory shut-down, my vacated business was a victim of vandalism? I've received some insurance reimbursements. Can I use this grant to cover my losses?**

If you have been reimbursed by your private insurer, or have received other government, (e.g., IL BIG, PPE or SBA loans, etc.) loans or grants for any COVID-19 loss or losses attributed to events unrelated to

COVID-19, you cannot use this small business grant to fund any expenses for which you have already been reimbursed for your loss.

14. When is the coverage period for any COVID-19 expenditures I've incurred for my business?

The Coverage period for all COVID-19 Relief Funds is March 1, 2020 to December 30, 2020.

15. Are payroll expenses covered by these grant funds?

Payroll expenses for staff who were substantially dedicated to a different role that required them to respond to and mitigate COVID-19 challenges, or staff that were assigned reduced hours at regular pay, because of mandatory closure are considered eligible expenses.

16. I have a home-based business registered in Will County. I filed and received PUA unemployment benefits because I was furloughed due to the pandemic. Can I still apply for the small business grant to cover my financial loss?

Those that have not received prior government funds for pandemic relief will be given priority for grant awards during the application review process. If you have received other funding as a result of COVID-19 from any government source, you are not eligible for this grant, including UI benefits filed for and received after March 1, 2020.

17. I have a micro business, and my annual revenue was less than \$18,000 in 2019. Can I qualify for a grant award?

If your annual revenues are less than \$18,000 based on your 2019 Federal Tax returns, and your application is approved, your grant amount will be prorated to reflect ten (10) months of annual income in (March 1-December 30, 2020) coverage period for expenditures.