



**#KilmarnockStrong**

## **Kilmarnock Strong CARES Small Business Grant Program**

### **FAQ**

#### **My business is not Kilmarnock. Am I eligible for the program?**

No. Only businesses located within the Town of Kilmarnock municipal limits are eligible. Contact your local jurisdiction for potential business relief aid.

#### **What businesses are not eligible for the program?**

- Businesses with no employees
- Independent contractors operating multilevel or network marketing business (such as Avon, Mary Kay, etc.)
- Independent contractors working on gig platforms (such as Airbnb, Uber, Lyft, etc.)
- Home-based businesses
- Nonprofit organizations
- Banks, businesses engaged with speculation or real estate
- Franchises not headquartered in Town of Kilmarnock corporate limits

#### **Who do I contact for questions regarding the grant program or my eligibility?**

Please contact Chad Thomas, Economic Development & Tourism Coordinator at 804-435-1552 x3 or [cthomas@kilmarnockva.com](mailto:cthomas@kilmarnockva.com)

#### **Can I submit a paper copy of the application?**

Yes. However, it is important to remember that grant will be awarded on a first-come first-served basis. Paper applications will be put in “cue line” as they are received and incomplete applications will not be returned to the applicant for resubmittal.

#### **I was unable to submit my application in time. Will there be additional grants in the future?**

There may be additional fund available for future business grants. However, no official decision has been made at this time.

#### **How do I demonstrate business interruption?**

Documentation can include an Executive Order mandating that your business close for a period of time, profit/loss report indicating decrease in sales, or purchasing personal protective equipment to protect employees during the pandemic.



**#KilmarnockStrong**

## **Kilmarnock Strong CARES Small Business Grant Program**

**I am not current with my tax obligations with the Town. Would I be eligible once I am current?**

Yes. Business are eligible for grants as long as there are no outstanding obligations with the town as of March 01, 2020. If a business submits an application and they are not current, their place in line is not held. Businesses are welcome to resubmit their application once the business their outstanding balance is paid.

**What is the deadline to submit?**

July 31, 2020 at 5:00pm

**Why is my application FOIA –able? FOIA = Freedom of Information Act**

The Virginia Freedom of Information Act FOIA addresses access to public records. Section 2.2-3701 of the Code of Virginia defines public records for purposes of FOIA to include "all writings and recordings that consist of letters, words or numbers, or their equivalent, set down by handwriting, typewriting, printing, photostatting, photography, magnetic impulse, optical or magnetooptical form, mechanical or electronic recording or other form of data compilation, however stored, regardless of physical form or characteristics, prepared or owned by, or in the possession of a public body or its officers, employees or agents in the transaction of public business."

**When would I receive my grant funds? How will I know my application status?**

Applicants will receive an email once the application is submitted. Applicants will also receive an email notifying them whether or not the application as been approved or not approved. Grant funds will be sent via check within 2-3 weeks after the submission deadline.