



#KilmarnockStrong

Kilmarnock Strong CARES Small Business Grant Program

Program Goal

The Town of Kilmarnock has identified \$45,000 in emergency relief funds to support small businesses impacted by the COVID-19 pandemic. Funds are available as part of the Coronavirus Aid, Relief, and Economic Security (CARES) Act federal stimulus package. The Town will provide emergency financial support through the Kilmarnock COVID-19 CARES Small Business Grant Program for qualified small businesses that are negatively impacted by the COVID-19 pandemic due to orders to close or limit operations.

The Kilmarnock Strong CARES Small Business Grant Program is a partnership with the Town of Kilmarnock and Lancaster County Economic Development Authority (EDA). While the EDA will disburse grants to awardees, The Town of Kilmarnock will process and approve all grant applications in this program.

The emergency relief is targeted specifically to help local businesses with a commercial location within Town of Kilmarnock limits to cover immediate financial needs due to business interruption. Grants are strictly limited to businesses that have a physical location within the Town of Kilmarnock.

All applications and materials submitted will be public records and subject to the Freedom of Information Act (FOIA). Documents identified as proprietary are exempt under FOIA.

Disbursement of Funds

The Kilmarnock Strong CARES Small Business Grant Program will offer one-time grants of up to \$1,000 to qualifying small businesses to assist businesses through the COVID-19 pandemic.

There is a limited amount of funds for this program. Grants will be committed and funded on a first-come, first-served basis based upon availability of funds, program guidelines, and submission of a complete application and supporting documentation. Applicants will be required to demonstrate business interruption caused by COVID-19.

Eligibility Requirements

- Applicants must be authorized representatives of small businesses with no more than 25 employees Full Time Equivalent (FTE) or fewer as of March 1, 2020 with principal place of business in the Town of Kilmarnock municipal limits.
- Grant applicants must demonstrate business interruption from COVID-19 or revenue loss/business distress due to COVID-19.
- Must be in business for a year and good standing with local taxes and licenses (including a 2020 Town of Kilmarnock Business License) as of March 01, 2020 or is currently in good standing.

Visit www.kilmarnockva.com/covid-19-business-resources for more information.
Contact Chad Thomas at 804-435-1552 x3, cthomas@kilmarnockva.com for grant inquiries.



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Ineligible organizations

- 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

Eligible Use of Funds

The program will emergency grants of up to \$1,000 to qualifying small businesses to cover expenses such as employee wages and rent. The emergency relief is targeted specifically to help local businesses with a commercial location within the Town of Kilmarnock to cover immediate financial needs.

Funds can only be used to reimburse the costs of business interruption caused by required closures provided those costs are not paid by insurance or by another federal program (such as the Payroll Protection Program).

Eligible uses of the grant funds include, but are not limited to the following:

- 1.) Operations (payroll, rent, mortgage, supplies, utilities, working capital, insurance, etc.)
- 2.) Pivot to respond to new market conditions (i.e., develop online sales/e-commerce, delivery or take out; develop new product line, etc.).
- 3.) Deep cleaning services, PPE, protective barriers, etc.
- 4.) Purchase of equipment and inventory

Required Documentation

- Current [W-9 Form](#)
- Active Town of Kilmarnock business license
- Documentation to support business interruption caused by COVID-19 (profit & loss statements, closures by mandated executive orders, etc.)
- Documentation to support use of funds (receipts of purchased Personal Protective Equipment (PPE), invoices/receipts for operations (payroll, rent, mortgage, etc.)

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