Round 3 of the Bounce Back Orange Small Business Grant program will offer grants to qualified businesses and organizations that will not have to be repaid. The program is funded by Orange County and will be administered by Community Investment Collaborative (CIC). The grant application process will open on January 4, 2021, and close on January 15, 2021 at 11:59 pm EST. Grant awards will be awarded on or about February 1, 2021. Please note it may take 7-10 days for your bank to receive the funds, with the large volume of transactions being handled by CIC.

The aim of the $194,000 fund is to award cash grants to small businesses and organizations impacted by COVID-19 in a timely and efficient manner.

FOR-PROFIT BUSINESSES AND PRIVATE SCHOOLS

Eligibility:

- Must be based within Orange County.
  - Does not require a “storefront” location and can be home-based business.
- Current on local taxes.
  - Money cannot be used to become current on taxes.
- For-profit businesses and private schools/childcare/daycare (for profit or nonprofit, 501(k)).
- Must show a revenue loss or expenditure increase due to COVID-19 health crisis.
- If business received funding from Round 1 or 2 of the Bounce Back Orange Small Business Grant program, use of Round 3 must be for other business disruption expenses.

Amount awarded:

- Grants of up to $10,000 for businesses with fewer than 100 full-time employees.

Funds may be used for:

- Personal Protective Equipment (PPE).
- Redesign of structure or operations to meet social distancing requirements.
- Website, eCommerce, or other digital forms of communicating to customers or clients.
- Payroll or other operating expenses.
- Rent or mortgage payments.
- Debt incurred because of COVID-19 disruption.
- Teleworking.
- Loss of revenue due to implementation of Forward Virginia guidelines.
- Funds cannot be used for:
  - Payment of federal, state or local taxes
  - Expenses incurred before March 1, 2020
BOUNCE BACK ORANGE SMALL BUSINESS GRANT – Round 3

Priority distribution if program is overcapacity*:

- Closed during Phase III.
- Closed during Phase II.
- Closed during Phase I.
- Partially open during Phase III.
- Partially open during Phase II.
- Partially open during Phase I.
- Remained open but suffered financial loss.
- Business has not received funding from Round 1 or Round 2 of the Bounce Back Orange Small Business Grant program.

*PPP funded, or UI recipient, will be used as a tiebreaker and not an eliminating factor. However, funds cannot be requested for the same use.

What you need to apply:

- Completed Bounce Back Orange Small Business Grant interest form https://forms.gle/nsx45EYWCdrKpE3MA. This is NOT the grant application. We will use the information captured in the interest form to notify you when the grant application opens on January 4, 2021. This is a required step in the process. The application will be an online form, backed by Lenderfit, to which you must be electronically invited. The interest form generates your emailed invitation.
- IRS Form 941- most recent quarterly filing (employee count confirmation).
- 2019 federal tax return (or 2019 P&L if not filed).
- Bank statements (October 2020 to December 2020 and October 2019 to December 2019).
- List of qualifying expenses for which the grant will be used:
  - If past expense between March 1 and present, record of those expenses – example: receipt, canceled check, paid invoice.
  - If expense has not occurred, provide an estimate/budget to be completed by March 31, 2021.

Application Process

1. You will receive an email from CIC inviting you to LenderFit, the software used to process applications.
2. You will submit your application.
3. CIC will review applications.
4. Locality will review and approve the list of suggested awardees.
5. CIC will make announcements.
6. You MUST submit your ACH information for funding.
7. CIC will fund you.
8. If you have a future renovation cost, Orange County Economic Development staff will check in on or about March 31, 2021 to review your completion.
NON-PROFITS

Eligibility:

- Must be based within Orange County.
- Must be a nonprofit (501(c)3, 4 or 6).
- Must be operating legally.
- Cannot be a for-profit or school.
- Must show a revenue loss or expenditure increase due to COVID-19 health crisis.
- If the non-profit has received other COVID-19 relief funding from the locality, the new grant request must be for used for other business disruption expenses.

Amount awarded:

- Grants of up to $10,000.

Funds may be used for:

- Personal Protective Equipment (PPE).
- Redesign of structure or operations to meet social distancing requirements.
- Website, eCommerce, or other digital forms of communicating to customers or clients.
- Payroll or other operating expenses.
- Rent or mortgage payments.
- Debt incurred because of COVID-19 disruption.
- Teleworking.
- Loss of revenue due to implementation of Forward Virginia guidelines.
- Funds cannot be used for:
  - Expenses incurred before March 1, 2020.

Priority distribution if overcapacity:

- Provided on an ongoing basis: food.
- Provided on an ongoing basis: childcare.
- Provided on an ongoing basis: healthcare.
- Provided on an ongoing basis: other household needs (clothes).
- Did not provide a community need on an ongoing basis.
- Non-profit has not received other funding from the locality related to COVID-19.
BOUNCE BACK ORANGE SMALL BUSINESS GRANT – Round 3

What you need to apply

- Completed **Bounce Back Orange Small Business Grant** interest form
  https://forms.gle/nsx45EYWCdtrKpE3MA. This is NOT the grant application. We will use the
  information captured in the interest form to notify you when the grant application opens on
  January 4, 2021. This is a required step in the process. The application will be an online form,
  backed by Lenderfit, to which you must be invited. The interest form generates your emailed
  invitation.
- IRS Form 990.
- IRS Determination Letter.
- 2019 P&L or bank statements (October 2020 to December 2020 and October 2019 to December
  2019).
- List of qualifying expenses for which the grant will be used:
  o If past expense between March 1 and present, record of those expenses – example: receipt,
    canceled check, paid invoice.
  o If expense has not occurred, provide an estimate/budget to be completed by March 31,
    2020.

Application Process

1. You will receive an email from CIC inviting you to LenderFit, the software used to process
   applications.
2. You will submit your application.
3. CIC will review applications.
4. Locality will review and approve the list of suggested awardees.
5. CIC will make announcements.
6. You MUST submit your ACH information for funding.
7. CIC will fund you.
8. If you have a future renovation cost, Orange County Economic Development staff will check in
   on or about March 31, 2021 to review your completion.

QUESTIONS?

Orange County Economic Development department has contracted Community Investment
Collaborative to assist with the implementation of the **Bounce Back Orange Small Business
Grant** program. Orange County Economic Development retains program oversight and management of
the **Bounce Back Orange Small Business Grant** program.

For questions or assistance applying, please contact Rose Deal, Director at 540-672-1238 or by email at
rdeal@orangecountyva.gov.