

## **Rise Up Washington County Business Stabilization Grant**

### **FREQUENTLY ASKED QUESTIONS**

**Q: What can the Rise Up Grants be spent on?**

**A:** The grant is to be used for expenditures related to reimburse for the costs of business interruption caused by the required business closures due to the Coronavirus (COVID-19) Pandemic.

**Q: What qualifies as significant loss of revenue?**

**A:** Significant revenue loss is defined as the decline in sales revenues compared to last year. This is the reason for the profit and loss statements year over year.

**Q: Are faith-based organizations eligible?**

**A:** Yes, assuming they are a nonprofit and meet all other eligibility requirements described in the Rise Up Grant Guidelines. In lieu of tax return, should you not have that available, you may submit their 990, or an equivalent to the tax return. These documents will be different for all nonprofits but they will provide the support we are looking for.

**Q: Will sole proprietors who do not have employees be eligible?**

**A:** Yes, sole proprietors who meet all other eligibility requirements described in the Rise Up Grant Guidelines can count themselves as an employee and can apply for the Rise Up Business Stabilization Grant.

**Q: Will businesses that are receiving other loans and grants be eligible for this grant program?**

A: Yes. Businesses who have qualified for other COVID-19 assistance will not be disqualified from these grants. We are gathering the information on our application simply for internal reporting. Grant assistance is intended to provide interim relief complementing actions with a bank, business interruption insurance, and financial partners.

**Q: Are locally owned franchises of national retail chain eligible?**

A: Yes, if the franchise is locally owned and controlled and has 2 or less locations in Washington County, they are eligible for this program.

**Q: Are all nonprofits eligible for assistance?**

A: All nonprofits that meet all other eligibility requirements described in the Rise Up Grant Guidelines are eligible to apply.

**Q: How will the Rise Up Grant be able to support contractors that lost income due to job cancellation?**

A: Businesses that are considered sole proprietorships and that meet all other eligibility requirements described in the Rise Up Grant Guidelines are eligible to apply. We ask that you submit Schedule C of tax returns from the most recent two years.

**Q: I haven't received my taxes back from this past year due to the COVID 19 pandemic. I do have my 2018 tax return will that be ok to submit?**

A: Yes, whichever the two most recent tax returns are, you may submit those.

**Q: Are we eligible for the Rise Up Grant if we have or plan to receive both or either, Federal and State relief funding?**

**A:** Washington County and the City of Hagerstown recognize the economic challenges many of our businesses are up against. We encourage all businesses and nonprofit organizations to apply for the variety of Federal and State financial assistance programs for which you are eligible. These programs have been updating and changing often, so please check the appropriate websites frequently. A list of Federal and State programs can be found at [www.washcorises.net](http://www.washcorises.net), as well as our Back-To-Business Toolkit. Your application for, or receipt of, federal or state funds does not disqualify you from receiving County funds, although funds should not be used for the same purposes.

**Q: Are there any restrictions for my industry?**

**A:** There are no restrictions on industries, any business can apply as long as they meet all the other eligibility criteria.

**Q: Can I mail my application in or drop it off somewhere?**

**A:** Applications will only be accepted via online submission at [riseup@washco-md.net](mailto:riseup@washco-md.net)

**Q: What is the submittal timeline for the Rise Up Grant?**

**A:** Application acceptance will open Monday, June 1, 2020 at 8:00am and will close Monday, June 15<sup>th</sup> at 11:59pm.

**Q: Will the Rise Up Grant program be extended if the full amount awarded to the County is not exhausted at the end of the two-week window?**

**A:** It is likely that the County will extend the deadline in order to accept additional applications if the full Grant amount is not exhausted. However, you are encouraged to apply during that two week window, there is no guarantee of a grant award after June 15<sup>th</sup>.

**Q: Will the application be available in multiple languages?**

**A:** The application will be available in English. [Google translate](#) may assist with different languages.

**Q: Will I get confirmation that my application has been received?**

**A:** Yes, once your application is successfully submitted you will receive a confirmation email.

**Q: How long will this process take; when can I expect to get the money?**

**A:** Applications will be approved as quickly as possible after June 15, 2020 at 11:59pm and a determination has been made that your business has incurred a significant financial loss. This is a two-step process:

1. Submit the application and, if awarded,
2. The recipient of a grant will be notified by email provided on the application and will be sent an Award Letter, Terms and Conditions, along with a purchasing memo and W-9 to be filled out and signed by the applicant. The applicant will have 5 days to email this packet of information back, or forfeit the grant.
3. Once received, the County staff will process the check request and checks will be mailed every Thursday to the address provided on the Rise Up Grant application.

**Q: How will I get the money?**

A: Checks are cut on Thursdays and will be mailed to you as promptly as possible.

**Q: How can I check on status of application(s)?**

A: You will receive an Award Notification packet if your application is approved.

**Q: Will my information be kept confidential?**

A: Financial information is kept confidential. The names of any business that receives a grant, and the dollar amount of the grant received, are public information.

**Q: What is the maximum amount for each grant?**

A: The maximum amount for the Washington County Rise Up Business Stabilization Grant is \$10,000, providing all criteria and eligibility are met.

**Q: Will I need to pay the money back?**

A: This is a grant, not a loan, so you will not need to pay it back as long as you comply with all of the Terms and Conditions in the Award packet.

**Q: Is this grant considered taxable income to me or my business?**

A: Washington County Government cannot provide tax advice and recommends that you consult with a tax professional. However, it is possible that relief grant funds may be reported as taxable income to the businesses. If awarded, the recipient will receive a form 1099-G from Washington County Government for the tax year 2020.

**Q: Is this a one-time payment?**

A: Yes.

**Q: What restrictions will be placed on the funds granted?**

**A:** The grant is to be used for expenditures related to reimburse for the costs of business interruption caused by the required business closures due to the Coronavirus (COVID-19) Pandemic.

**Q: If I have additional questions who can I contact?**

**A:** Any additional questions should be emailed to the following: [riseup@washco-md.net](mailto:riseup@washco-md.net)