



## City of Sanger Local Business Grant Program

Grant Amount	Who's Eligible:	Eligible Uses:	Qualifying Locations:
\$5,000	Local Businesses with 1-10 Employees	Working Capital (business operating expenses)	City of Sanger City Limit

### Program Description:

On January 21, 2021, the Sanger City Council approved Round Two of the City of Sanger Local Business Grant Program. Funds approved under this program total \$100,000 and will be awarded to local businesses with ten or less employees in the amount of \$5,000. Eligible uses for these funds include mortgage, lease or rental payments, utility expenses, operating expenses, payroll, additions or construction related to Covid-19 requirements and other business related expenses.

### Grant Program Guidelines:

1. Applicants shall be a for-profit business physically located and operating in the City of Sanger with a demonstrated economic need and have been negatively impacted by COVID-19.
2. Grants must be limited to (1) loan per business entity.
3. Business must have 10 employees or less. Self-employed business owners are eligible.
4. Business applicant must confirm if the business has been approved for or has received funding such as Paycheck Protection Program, Small Business Grant or CARES Act Funding (State or Federal).
5. No application will be accepted from businesses with active Covid-19 violation/citations.
6. Business must be a full-time primary business to be considered for a grant award.
7. Applicant must demonstrate that the business has been operating for at least two full years prior to January 1, 2019. A copy of a business License reflecting a date prior to January 1, 2019 is required. All applicants must be current with their business license and will need to renew their license if awarded.
8. Applicant is required to submit an IRS W-9 Form. The form can be downloaded at this address <https://www.irs.gov/pub/irs-pdf/fw9.pdf>.
9. Application will be accepted starting on February 1, 2021. The Deadline for application submittal is no later than 5:00 p.m. on Monday March 1, 2021. **All application questions must be answered to qualify for funding.**
10. Applications will be reviewed starting March 2, 2021. Any applications that fail to submit the required information or that do not qualify will be removed from consideration. If the number of applications exceed the number of awards available, the City will select applications via a lottery system. Selection of those awards will be made public where possible.

**PHOTOGRAPH SUBMITTALS OF THE APPLICATION WILL NOT BE ACCEPTED**

**1. APPLICANT INFORMATION – Must answer all questions**

<b>Business Legal Name:</b>		Employer/Tax ID #:	
Business Structure: <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> LLC			
Business Address:		City:	Zip:
Mailing Address (if different):		City:	Zip:
Phone/Cell:		Business Email:	
<b>REFERRAL SOURCE:</b>			
<input type="checkbox"/> Social Media <input type="checkbox"/> Word of Mouth <input type="checkbox"/> Website <input type="checkbox"/> Other			
2019 Annual Gross Sales:		# of Employees (as of March 15, 2020): FT _____ PT _____	
Year Business Established in City of Sanger:		Industry Type:	
Established prior to January 1, 2019: <input type="checkbox"/> Yes <input type="checkbox"/> No		For Profit Business: <input type="checkbox"/> YES <input type="checkbox"/> NO	
Is This Your Primary Occupation: Yes <input type="checkbox"/> No <input type="checkbox"/>		How Many Hours a Week did you Work in 2019:	
If No, Please List Other Jobs Here:			
<b>PRIMARY OWNERSHIP INFORMATION:</b>			
Owner Name:		SSN/ITIN:	DOB:
Title:		% Ownership	Email:
Home Address:		City:	Zip:
<b>SECONDARY OWNERSHIP INFORMATION:</b>			
Owner Name:		SSN/ITIN:	DOB:
Title:		% Ownership	Email:
Home Address:		City:	Zip:
<b>SECONDARY OWNERSHIP INFORMATION:</b>			
Owner Name:		SSN/ITIN:	DOB:
Title:		% Ownership	Email:
Home Address:		City:	Zip:

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**2. BUSINESS INFORMATION** – All questions below must be answered to qualify for funding.

A. Have you been approved for a Small Business Grant, Cares Act Funding (Federal or State) or a Paycheck Protection Program Loan?

B. Does the business have any unpaid local, state, federal tax liens or judgements?

C. Has business owner(s) filed for bankruptcy in the last 3 years or have an active violation?

**3. USE OF FUNDS:** Working Capital: (rent, payroll, utilities or other fixed operating expenses)

D. Please explain how the grant funds will be used for your business if awarded?

**4. ADDITIONAL QUESTIONS**

E. Has your business been negatively impacted (closed completely) as a result of the COVID-19 public health emergency?

F. Has your business been partially closed as a result of the COVID-19 public health emergency?

G. Has your business closed voluntarily to promote social distancing measures as a result of the COVID-19 public health emergency?

H. Has your business been compliant with all State and Local Executive orders?

I. Have you received citations or fines as a result of a violation with Covid-19 Executive Orders?

J. Have you been operating for more than two years prior to January 1, 2019?

**5. REQUIRED DOCUMENTS**

- Business License reflecting a date prior to January 1, 2019
- Completed W-9 Form – for City’s tax reporting downloadable at <https://www.irs.gov/pub/irs-pdf/fw9.pdf>.

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## 6. CERTIFICATION

To the best of my knowledge and belief, I certify: The information in this application is correct and complete.

Applicant's Name:	Title:
Signature:	Date:

**Submittal Directions:** When complete, applications can be submitted by email to [tnavarro@ci.sanger.ca.us](mailto:tnavarro@ci.sanger.ca.us). All submittals must be PDF format. No photos will be accepted. Applications can also be dropped off at the City of Sanger Building Department 1700, 7<sup>th</sup> Street, in the drop box located outside of the Building Division in the east parking lot. Please answer all questions and include your W-9 Form and copy of your business license.

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