



CDA Business Survival Grants - Round 2!

The Centralia Downtown Association is grateful to have been awarded another \$42,000 in CARES Act Funding by the City of Centralia. The CDA is using this money to provide grants of \$2,500 - \$5,000 to small businesses in Centralia who are struggling to cope with losses and demands created by the COVID-19 pandemic. Grants will be awarded according to CARES Act Funding guidelines.

Purpose of the Grants: To help our downtown businesses survive the closures, restrictions and economic downturn resulting from the COVID-19 pandemic.

How can the grants be used?

Centralia Downtown Association Business Survival Grants may be used to pay rent or mortgage (associated with the business) business utilities, expenses incurred to comply with COVID-19 requirements like creating a parklet to increase outdoor seating to accommodate social distancing requirements. Please note that receipts or itemized invoices with proof of payment must be received by the CDA by November 3, 2020 for reimbursement. Even if the grant is awarded, the funds will not be distributed to the awardee until the CDA has received the receipts or invoices/proof of payment and this information must be received by 5:00 pm, November 3, 2020. **NOTE: You may submit receipts with your application for faster funding.** Receipts or check copies must be dated after March 1, 2020 and must not have been used to secure or account for other federal funds such as PPP.

Who is eligible?

Brick and mortar businesses that were in operation before March 1, 2020 with no more than 10 employees located within the boundaries from Cherry to 6th Street on Tower and Pearl, and Main Street from Railroad Avenue to Yew Street.

Application Deadline: Open until funds are expended but no later than November 3, 2020.

How to apply: Download and complete this application. Scan and submit by email to centraliadowntownassociation@gmail.com or deliver/mail a hard copy to the CDA, 328 N. Tower Ave., Centralia WA 98531 (must be **received** by the CDA by Sept. 23, 2020.)

Questions: Email centraliadowntownassociation@gmail.com or call 360-345-1040.



Application for Business Survival Grant

Deadline September 23, 2020 by 5:00pm

Business Name: _____

Owner: _____

Manager (if applicable): _____

Street Address of business: _____

Mailing Address if different: _____

Phone: _____ Email: _____

UBI Number: _____

1. Tell us a bit about your business. What do you do? How long have you been in business?

2. How many full-time employees do you have? _____

3. How was your business impacted by COVID -19 (check all that apply)

- Sales/business decreased by less visitation
- Closure or restrictions have decreased business
- Business lost due to client closures or changes (ex. Client is school)
- Impacted by unsold perishable or seasonal inventory
- Other _____

4. Estimated loss _____ (% or \$)

5. How likely are you to close this year? Highly likely Possible Unlikely

6. How will a grant of \$2,500 - \$5,000 assist you to stay open?

7. What other grants or loans have you received to cope with COVID-19 losses? Please include PPP, EIDL, State and County grants and unemployment benefits.

Source	Grant or Loan?	Amount

8. How will you use this grant from the CDA? (Possible uses: business rent or mortgage, business utilities, parklet, other measures to comply with COVID-19 requirements.)

9. How much funding are you requesting? _____
 (Maximum of \$5,000/business and receipts must be received by the CDA office by November 3, 2020 to be reimbursed. Also note that you can, and are, encouraged to include receipts with this application for faster funding. Receipts cannot predate March 1, 2020 and cannot have been used for other federal funds.)

10. Currently, is your business facing any pending litigation or legal action? Yes No
 Explain: _____

11. Has your business had any Federal, State of Washington, Lewis County or Municipal compliance/regulatory issues in the last five years? Yes No
 Explain: _____

12. The following must be included before your proposal will be considered:
 Financials that will help demonstrate your loss of revenue such as quarterly or annual Business and Occupation Tax from 2019 and comparable period from 2020.
 Proof that you have a City of Centralia business license (copy or receipt.)

13. Please read the following, initial where requested and sign:

I _____ (print name) have completed this application truthfully and will adhere to the guidelines of the Business Survival Grant and CARES Act requirements.

I acknowledge that receipts and invoices/proof of payment must be received by the Centralia Downtown Association on or before November 3, 2020 and can be sent via email to centralidowntownassociation@gmail.com, mail to CDA P.O. Box 391, Centralia WA 98531 or delivered in person to 328 N. Tower on Fridays or Saturdays between 10am and 3pm.

_____ (please initial)

I further understand that the entire grant amount must be spent no later than November 3, 2020 and invoices/receipts must be submitted to the CDA by 5:00 pm on the same date or I will be liable for my expenses. _____ (please initial)

If I cannot expend the entire grant amount, I will inform the Centralia Downtown Association by October 20, 2020 so the money can help another downtown business. _____ (please initial)

Signature of Business Owner

Date

14. **Submit:** Please scan and submit this proposal by email to centralidowntownassociation@gmail.com, or deliver a hard copy to the CDA office at 328 N. Tower Ave., Centralia WA 98531. Mailed submissions will only be accepted if they arrive at the CDA office by the deadline.

Deadline: Wednesday, Sept. 23, 2020 by 5pm.