



DATE:

On July 8, 2021 Harper County was approved for \$150,000 in grant funds to assist small businesses who employ persons from low-to-moderate income households. Harper County is now accepting applications from businesses meeting the following requirements:

- Business must be physically located in Harper County (businesses located in the city of Harper are not eligible because of previous CV grant)
- Business must be for profit and have 1-50 employees;
- Company must have been in operation prior to March 1, 2020;
- 51% of employees, including owner, must meet Low-to-moderate income requirements;
- Must submit the application and all required supporting documentation;
- Must disclose if the business has received capital through alternative sources (e.g. Economic Injury Disaster Loan (EIDL) or Payroll Protection Program (PPP) Loan at the time of application submittal.

AVAILABLE FUNDING

The program is based on the availability of CDBG-CV3 funds, program guidelines, and submission of all required information. Based on the criteria stated above, applicants may receive a grant of up to:

- \$25,000 maximum per job retained for businesses under 5 employees, including owner, for a maximum grant of \$30,000 per company.
- \$35,000 per job retained for businesses with 6-50 employees, including owner, for a maximum grant of \$50,000 per company.

Grant funds are structured as reimbursements for eligible working capital expenses beginning March 1, 2020. Before any funds can be released to businesses, the business must provide proof of payment for eligible expenses once the application process is successfully completed and grant funds are awarded.

APPLICATION REQUIREMENTS

1. Application: All fields on the application must be completed.
 - Note: A DUNS number is **required** for all businesses that wish to receive grant funds. For more information please visit: <https://www.dnb.com/duns-number.html> or call (844) 235-9189.
2. Employee Certification Form(s): Must be completed for each employee & owner.
3. Agreement Regarding Duplication of Benefits
4. 2020 Business Tax Return: A copy of your 2020 business tax return must be included with your application.



DEADLINES

SUBMISSION DEADLINE: August 19, 2021 by Noon

All complete applications submitted by the deadline above will be reviewed for eligibility. Grant awards for eligible applicants will be determined by Harper County Commissioners.

A program timeline for the CDBG-CV3 process is below but may be subject to change:

August 2, 2021	Applications Are Available
August 19, 2021	Applications DUE by Noon
August 23, 2021	Commissioners review, determine, and approve grant awards
August 26-27, 2021	Grantees are notified of awards
September 10, 2021	Documentation for working capital expenses DUE by Noon

Once all documentation for working capital expenses is received, request for payment of grant funds will be requested from Kansas Department of Commerce (KDOC). It can take up to 30 days or more for grant funds to be issued to Harper County from KDOC. Once funds are received, Harper County will issue grant funds to grantees.

LATE APPLICATIONS WILL BE CONSIDERED ONLY IF FUNDING IS AVAILABLE AFTER THE FIRST ROUND OF AWARDS