

# Application Assistance

## Do You Want Help Navigating This Grant's Application Process?

### INTRODUCTION

Oakland County is dedicating nearly \$30 million from the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act Fund to help small businesses negatively impacted by the COVID-19 pandemic.

**We want to help the eligible small businesses in these hard-hit sectors successfully apply before the deadline of 5:00 p.m., August 24:**

- Retail
- Food and Lodging
- Entertainment and Recreation
- Personal Services
- Business Services
- Construction and Maintenance Services

---

### QUESTIONS?

Email Oakland County at  
[RecoveryGrant@OakGov.com](mailto:RecoveryGrant@OakGov.com)

### AVAILABLE TRAINING



*Here to help you navigate this grant process, Michael Abdallah, Oakland County Department of Economic Development & Community Affairs*

#### Grant Primer

**Thursday, July 23, 2020 | 2-3:00 p.m.**

This is an informal talking through of the application process to help applicants prepare before submitting. This live, virtual session will be open to Q&A—and the questions will help guide the information that needs to be included in the future tutorials. Connect through:

**GotoMeeting:** You can join this meeting from your computer, tablet or smartphone. <https://global.gotomeeting.com/join/275154381>

You can also dial in using your phone:

United States: +1 (571) 317-3112 | Access Code: 275-154-381

#### Grant Tutorials

**Starting Tuesday, July 28, 2020 | 2-3:00 p.m.**

You can register to attend a virtual tutorial that will walk you through the eligibility requirements and application process, and what to have on hand before you begin the application process. This live training includes Q&A interaction.

To register and see the full list of tutorial days and times, visit:  
[AdvantageOakland.EventBrite.com](http://AdvantageOakland.EventBrite.com)

*NOTE: If you don't have access to the Internet, you can join the meeting by phone: United States: +1 (571) 317-3112 | Access Code: 275-154-381*



DAVID COULTER  
OAKLAND COUNTY EXECUTIVE

# COVID-19 OAKLAND TOGETHER Small Business Recovery Grant

Oakland County is dedicating nearly \$30 million from the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act Fund to help small businesses negatively impacted by the COVID-19 pandemic.

**This grant program is focused on these hard-hit sectors:**

- Retail
- Food and Lodging
- Entertainment and Recreation
- Personal Services
- Business Services
- Construction and Maintenance Services

## APPLICATION PROCESS

The information you provide shall be kept confidential and used only for the purpose of determining eligibility for this grant program. When starting the application process, please have your 2019 Federal Tax Returns on hand. This grant program is competitive, and there is no guarantee of receiving a grant when you apply at:

[OakGov.com/Covid/Grants](https://OakGov.com/Covid/Grants)  
*DEADLINE TO APPLY: 5 p.m., August 24*

Award determination will be made approximately every two weeks during the six-week application period. The last award determinations will be made within two weeks of the application deadline. Grants will be awarded in the amounts of \$2,500, \$5,000, \$7,500 and \$10,000.

**Questions? Contact Oakland County's Department of Economic Development & Community Affairs:**

RecoveryGrant@oakgov.com



# COVID-19 Small Business Recovery Grant

Deadline to Apply: 5 p.m., August 24

## Application Guidelines

### ELIGIBLE BUSINESSES

**RETAIL**, including pharmacies, cosmetics, optical goods, other health and personal care stores; clothing, shoe, sporting goods, resale and consignment stores; bookstores, office supplies, stationery, gift stores, florists; jewelry, art, hobby, musical instrument, pet supply and other miscellaneous retail stores.

**FOOD AND LODGING**, including hotels and motels; food service contractors, caterers, mobile food services, food trucks; restaurants and other eating places; bars.

**PERSONAL SERVICES**, including barber shops, hair and nail salons; diet, weight loss, spas, massage, other personal care services; and dry cleaning and laundry services.

**BUSINESS SERVICES**, including interior, industrial, graphic, and other specialized design services; computer systems design, software, programming services; printing, market research, photography, advertising, public relations and related services; landscaping, extermination, janitorial and housekeeping services.

**ENTERTAINMENT AND RECREATION**, including performing arts theatres; movie theatres; golf courses, skiing facilities, other recreation industries; yoga studios, gyms, fitness studios and personal trainers.

**CONSTRUCTION AND MAINTENANCE SERVICES**, including concrete, framing, masonry, glass, roofing, siding; electrical, plumbing, HVAC, other systems and equipment; drywall, painting, flooring, finish carpentry; grading, excavating, other construction and maintenance services.

### ELIGIBILITY REQUIREMENTS

Due to the COVID-19 pandemic effects between March 2020 and June 2020, your business must have experienced at least one of the following:

- A loss of gross receipts or sales revenue
- Operated at a reduced level of production, sales, employment or service
- Temporarily closed all operations and are now in the process of reopening

Additionally, your business must meet these requirements:

- The business must provide and/or sell goods, products and/or services at or from a physical location within Oakland County Michigan
- If the business owns the building it operates from, as of the application submittal date, there can be no 2019, or prior, property tax payments overdue
- If the business operates out of a residence (home-based business) as of the application submittal date, there can be no 2019, or prior, property tax payments overdue
- The business must employ 100 or fewer full-time and/or part-time employees
- Must be a for-profit business

### ELIGIBLE USES OF FUNDS

- Payroll costs for employees
- Payments for rent, lease, mortgage, loan, utility and/or suppliers
- Purchase personal protective equipment (PPE) and sanitation supplies
- Physical building adaptations and barriers
- Contract labor to implement public health measures
- Rent, lease or purchase payments for business equipment to implement public health measures
- Purchase technology/applications to minimize employee and customer contact
- Other measures to implement social distancing
- Replace perishable inventory that was lost due to COVID – 19 pandemic

**Questions? Contact Oakland County's  
Department of Economic Development  
& Community Affairs:**

[RecoveryGrant@oakgov.com](mailto:RecoveryGrant@oakgov.com)