

## **KENT COUNTY, MARYLAND COVID MODIFICATION REIMBURSEMENT GRANT**

The County Commissioners of Kent County, Maryland recognize the distressing economic impacts of COVID-19. Through the Coronavirus Relief Fund (CRF) established under the CARES Act, we are offering grant funds to local small businesses and non-profits.

The Kent County COVID Modification Reimbursement Grant offers reimbursement to assist Kent County small businesses and non-profits reimbursement for 'COVID Friendly' modifications.

### **GENERAL TERMS AND CONDITIONS**

Grants up to \$2,500 for Kent County businesses and non-profits. The funds will be reimbursable, and the applicant must supply paid receipts before funds will be disbursed. Businesses must have been established prior to January 2020, plan to remain open, and have between 2 and 50 employees or have a physical location where the public is served/storefront. Applications will be processed, and grants will be awarded on a first-come, first-served basis until the funds are depleted.

Business must be physically located in Kent County, be in good standing with the State of Maryland and Kent County.

Eligible uses include and not limited to plexiglass to protect employees and customers, Personal Protective Equipment (PPE) for employees and customers, sanitation supplies that were not previously part of the businesses budgeted and expected expenses. Grant can include labor to install certain modifications.

### **Ineligible Businesses**

- Home based businesses with no employees
- Real estate investment entities
- Rental properties
- Direct selling consultants
- Firms involved in lending activities
- County employees
- County appointed board and commission members
- Churches and organizations promoting religious objectives

### **Expenses Must**

1. Expended between March 1<sup>st</sup> and December 30<sup>th</sup>, 2020.
2. Not in a budget as of March 27<sup>th</sup>, 2020.
3. Not a replacement of revenue.
4. Must be COVID related.

### **Information required to complete the application:**

- Federal Tax ID # (EIN).
- Contact Information.
- Date business was established.

- Number of employees.
- Business mailing and physical address.
- Description of business activity.
- Explain why the expense(s) are different from pre-COVID.

**Documents Required**

- Completed Application
- Completed W9
- Financial Documentation (as requested)
- Paid Receipts (when requested)

**Final documentation required for grant reporting must be submitted by 12/30/20.**

Once the applications are verified and approved, pending funding availability, the applicant will receive the grant check via mail. Applications will be processed within 15 business days of receipt.

The funds will be administered under the direction of the Kent County Economic Development Department. For more information contact [econdev@kentgov.org](mailto:econdev@kentgov.org) or 410-810-2168. Visit <https://www.kentcounty.com/business/business-support/incentives/grants> to complete the application.