



COVID-19 Relief Pennsylvania Statewide Small Business Assistance Program

The Program

- ▶ CARES Act
- ▶ \$200,000,000 = Grants to small businesses
 - ▶ Main Street Businesses – 50%
 - ▶ Historically Disadvantaged Businesses -- 50%

Historically Disadvantaged businesses are at least 51% owned and operated by persons who are Black, Hispanic, Native American, Asian American or Pacific Islander as they have traditionally been discriminated against and disadvantaged when seeking financial services and financial products.

The Program

- ▶ Administrator = PA CDFI Network
 - ▶ 17 Pennsylvania Community Development Financial Institutions (CDFI)
 - ▶ Each county in PA will be covered by at a minimum by 2 CDFIs.
- ▶ MetroAction, Inc.
 - ▶ Affiliate of The Greater Scranton Chamber of Commerce
 - ▶ Non-profit 501 (c) 3 organization
 - ▶ Certified as a CDFI for nearly 20 years
 - ▶ Service Area Includes: Lackawanna, Luzerne, Monroe, Schuylkill, Wayne, Pike, Carbon, Wyoming and Susquehanna
 - ▶ Provide technical assistance to small businesses

Program Eligibility

To be eligible for a grant, at a minimum, a business must:

- ▶ Be physically located, certified to do business and generate 51% of their revenues in Pennsylvania;
- ▶ Have less than \$1 million in annual GROSS revenues **AND**
- ▶ Have less than 25 employees prior to February 15, 2020.

Owners of multiple businesses can only apply for funding for ONE of their businesses.

Relief Program	Eligible Businesses	Amount available per business
Micro Business grant:	Annual revenue up to \$50,000	\$5,000 grant
Micro Business grant:	Annual revenue \$50,001 - \$75,000	\$10,000 grant
Micro Business grant:	Annual revenue \$75,001 - \$100,000	\$15,000 grant
Small Business grant:	Annual revenue \$100,001 - \$250,000	\$20,000 grant
Small Business grant:	Annual revenue \$250,001 - \$500,000	\$25,000 grant
Small Business grant:	Annual revenue \$500,001 - \$750,000	\$35,000 grant
Small Business grant:	Annual revenue \$750,001 - \$850,000	\$40,000 grant
Small Business grant:	Annual revenue \$850,001 - \$1,000,000	\$50,000 grant

Ineligible Entities

At a minimum**, the following entities are ineligible for grant funding under this program:

- ▶ Businesses that are not physically based in Pennsylvania
- ▶ Businesses that are in active default (not on a payment plan) with taxes or fees owed to the Commonwealth or IRS
- ▶ Non-Profits, Churches and other religious institutions
- ▶ Government-owned entities or elected official offices
- ▶ Businesses who experienced NO revenue loss and additional costs due to COVID-19

** Other ineligible businesses will be specified at a later date.

Program Priorities

- ▶ Businesses that are:
 - ▶ Owned and operated by low and moderate-income people; or
 - ▶ Located in areas of need, including areas with:
 - ▶ a population having incomes significantly below the median income level
 - ▶ high levels of poverty
 - ▶ higher than average unemployment rates
 - ▶ significant population loss
- ▶ Types of businesses that were most impacted by the economic shutdown and experienced the greatest revenue losses.

Program Priorities

- ▶ Additional Considerations:
 - ▶ Women-owned businesses
 - ▶ Communities targeted for business investment by state government programs like the Main Street and Elm Street programs
 - ▶ Rural communities
 - ▶ Geographic dispersion

How To Apply

Estimated Opening Date of Application: Tuesday, June 30, 2020

- ▶ Centralized application portal = www.pabusinessgrants.com
- ▶ Guidelines, resource documents, etc.
- ▶ Application Live: Estimated: June 30th
- ▶ First round of grant disbursements: Estimated: July 31, 2020.

**** NOT FIRST COME, FIRST SERVED. There will be additional funding rounds!**

How To Apply

- ▶ Create an account
- ▶ Complete application
- ▶ Upload required documents
- ▶ Text Messages (Opt-In)

Required Documents

- Government Issued Photo ID -- Driver's License or Passport
- Business Financial Information:
 - Revenue from March 1st to May 31st for 2019 and 2020
 - Most recently FILED Federal Tax Return.
 - 2018 or 2019 business
 - Personal tax returns including Schedule C.
 - If a start-up business (January 1 – February 15, 2020):
Internal Profit & Loss Statement

Required Documents

- ▶ Proof of Business Registration with PA Department of State, as applicable:
 - ▶ Articles of Incorporation (for corporations and LLCs)
 - ▶ Fictitious Name Registration/“Doing Business As” (Sole Proprietors);
 - ▶ Business License (if applicable).
 - ▶ Bank Account Information

Application Process

- ▶ Certifications

- ▶ Applicant will have to sign-off on several certifications as part of the process.

- ▶ Application Problems

- ▶ Applicant will be contacted to fix problem areas.

- ▶ Opt-In Text Messaging – Provides up-to-date information on application.

Contact Information

- ▶ www.pabusinessgrants.com
- ▶ www.metroaction.org
- ▶ metrogrant@metroaction.org