



Glover Park Main Street Small Business Support Grant

Applicant information

Name

Business owner

Property owner

Business name

Business Address

Phone

Email

Project information

Please provide a brief description of the business need for grant funding.

Total project cost

Grant amount requested

Signature_____ Date_____

Please submit all proposals to
kate@gloverparkmainstreet.org by 5:00pm on Wednesday,
December 23, 2020.

Projects will be reviewed and confirmation of an award will be sent
within one week of submission. Payment will be made using EFT.



1. About

Glover Park Main Street (GPMS) is a community-based nonprofit organization that works to strengthen the economic vitality of **Glover Park businesses located along Wisconsin Avenue and 37th Street NW.**

As a **Main Street America™** Accredited program, GPMS is part of a national network of more than 1,200 neighborhoods and communities who share a commitment to creating high-quality places and work to build stronger communities through preservation-based economic development. GPMS is an officially recognized DC Main Streets program that is funded in part by the **DC Department of Small and Local Business Development.**

The **2021 GPMS Small Business Support Grant Program** will provide grants of up to \$3,000 to small, locally owned businesses located within the GPMS corridor. **Grant funds may be used for: business pivots; security and/or facilities upgrades; and select hard and soft costs to support business resiliency during the COVID-19 pandemic.**

Small Business Support Grant **applications are due by December 23, 2020.** Grant awards will be announced by December 30, 2020. There will be another round of grants in the early spring. All funded projects must be completed no later than June 30, 2021.

2. Application Process

Applications are available starting December 9, 2020.

All applications must be received no later than 5:00 p.m. on Wednesday, December 23, 2020 and will be evaluated and granted on a rolling basis.

Applicants will be notified of their award status by 5:00 p.m. on Wednesday, December 30, 2020.

All awards are contingent on approval by GPMS and the availability of funds. Submission of an application does not constitute an agreement to issue a grant award. GPMS reserves the right to amend this announcement and program description subsequent to its issuance.

All required documentation listed in the application must be submitted for the application to be considered complete. Incomplete applications will not be reviewed. GPMS will evaluate applications and determine eligibility based solely on the documents provided by the applicant(s) and the availability of funds. Information provided as a part of this grant application shall only be used in evaluating the proposed project. The information will not be made public nor shared with any government entity.



Applications should be submitted electronically. If an applicant is unable to submit their application electronically for any reason, they should contact GPMS prior to the application deadline. GPMS will make all reasonable accommodations for businesses unable to submit online.

3. Applicant Eligibility

To qualify for a grant, the applicant must:

- Be incorporated in the District of Columbia as demonstrated by a current business license.
- Be a for-profit entity; non-profit organizations are not eligible.
- Have a physical presence located within the boundaries of GPMS.
- Businesses whose operations and/or sales transactions for the exchange of goods and services are conducted solely online are not eligible.
- Have at least 3 years left in their lease, verified by submitting a copy of the lease (please contact us if you are on a month-to-month lease currently). For businesses that own their own property, please provide proof of ownership.
- Submit a complete application and all required supporting materials by the deadline of December 23, 2020 at 5:00 p.m.

The following types of businesses are not eligible to receive grant funding:

- Banks or other financial services
- Home-based businesses
- National chains or regional chains with more than 5 locations
- Seasonal businesses
- Any organization that discriminates against individuals on the basis of race, color, religion, sex, national origin, age, marital status, personal appearance, sexual orientation, family responsibilities, political affiliation, physical handicap, or any other protected class under the DC Human Rights Act and/or any federal anti-discrimination statute or regulation
- Churches and nonprofit organizations
- District of Columbia government agencies

4. Project Eligibility

Businesses that meet the eligibility criteria above may apply for a small business grant for the following:



1. Expenses to pivot to e-commerce, including, for example, point-of-sale integration with online sales systems, website upgrades, and up to 1-year of website hosting costs if associated with online sales;
2. COVID-19 business resilience support, which *may* include:
 - personal protective equipment (PPE) for employees, including but not limited to masks, gloves, plexiglass partitions, and hand sanitizing stations
3. Equipment purchases or retrofits to upgrade facilities, such as HVAC systems;
4. Marketing and/or consulting fees to expand customer base;
5. Security cameras, including installation and equipment. Applicants who receive funding for security systems must apply for the DC Private Security Camera Rebate Program to receive up to a \$750 rebate on equipment costs. Information on the rebate program is available online at <https://ovsjg.dc.gov/page/private-security-camera-rebate-program> Applicants should verify that their security equipment meets the rebate program's criteria.

The small business grants may not be used for design costs, permit fees, maintenance, loan interest, or any work that is not specified in the work order submitted with the application.

Each applicant and grant recipient is responsible for determining DC government permit and/or licensing requirements and obtaining required permissions prior to beginning any project funded through this program.

Grant awards shall not exceed \$3,000 per business.

5. Timeline

December 9, 2020 2021 Small Business Support Grants Application released

December 23, 2020 Applications due by 5:00 p.m.

December 30, 2020 Grant awards announced

By December 31, 2020 Grant funds disbursed

By June 30, 2021 Funded projects must be completed

By July 30, 2021 Grantee final reports submitted to GPMS



All funds must be expended and reported with documentation submitted to GPMS within 30 days of project completed and not later than Friday, July 30, 2021. Grantees shall submit a report to GPMS that includes:

1. Brief description of completed project.
2. Copies of receipts, cancelled checks, and/or paid invoices for all grant expenditures.
3. *If applicable*: Before and After photos of improvements funded by the grant.
4. *If applicable*: Copies of any documents or materials developed with grant funds.

Any funds not expended as described in the grantee's agreement with GPMS and/or not fully expended by June 30, 2021, must be returned to GPMS.

6. Contact Information

Businesses interested in learning more about the grant program or with questions about eligibility may contact GPMS at 202-455-6101 or via email.