

**TOWN OF UNION LOCAL DEVELOPMENT CORPORATION
(LDC)**

**2021 American Rescue Plan Act (ARPA)
Small Business Sustainability
Grant Program**

**TOWN OF UNION
3111 EAST MAIN STREET
ENDWELL, NEW YORK 13760**

Town of Union Economic Development Department

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*The Economic Development Department provides financial assistance to start-up and existing businesses through the **Local Development Corporation of the Town of Union**.*

The **2021 ARPA Small Business Sustainability Grant Program** is one of several new economic development initiatives that will be available on a limited availability, utilizing 2021 American Rescue Plan Act (ARPA) program funds, which are being offered by the Local Development Corporation of the Town of Union.

Any project started prior to receiving an approval from the Board Members of the Local Development Corporation of the Town of Union will be ineligible for grant funding. Additionally, not all grant applicants will be awarded funding. Applications will be considered on a rolling basis as received until such time as funding has been exhausted.

Grantee:

Eligible existing for-profit legal borrowing entity *with less than 100* employees as of the date of the application that is in business and located in the Town of Union.

Grant Application Fee:

Not Applicable.

Grant Application Period:

Grant applications will be reviewed on a first-come, first-served, rolling basis, and will be based on the availability of funds, until allocated program funding has been exhausted.

Amount of Grant Funding:

Not to exceed 90% of eligible projects, up to a maximum of \$25,000.

Grant Commitment Fee:

\$250, which is refundable upon the closing of an awarded grant (*if a grant is not closed the fee is non-refundable*).

Grant Award:

If a business' proposed project is awarded a grant, the distribution of funds will be on a **reimbursable basis** upon completion of the previously approved project. Grant awards will have a deadline that funding will need to be spent by.

Eligible Businesses:

Businesses that were operational on or before the start of COVID-19 (*as of March 1, 2020*), and whose operation has remained open and can show a demonstrated need to address a condition that has caused financial stress on the operation, but with the assistance of grant funding the situation causing the financial stress will be addressed.

*Priority will be given to industry sectors that were hit the hardest in the town (e.g. tourism, travel, hospitality, restaurants, motor coach industry, service, retail, etc.), first.

Eligible Areas:

Declared COVID-19 NYS Federal Disaster Declaration 16346 (NY-00197), within the geographic area of the Town of Union, including the Villages of Endicott and Johnson City.

Eligible Use of Proceeds:

Costs associated with an Existing Businesses COVID-19 Recovery Efforts, and any other uses that the LDC Board Members should now or in the future deem ineligible.

Ineligible Users:

Start-up businesses, businesses that were not operational on or before the start of COVID-19 (*as of March 1, 2020*),

No entity that has previously defaulted on a Local Development Corporation loan or grant will be eligible to apply.

No previous recipient of a COVID-19 2020 (CDBG-CV) Small Business Urgent Need Grant from the Local Development Corporation.

Amount of Required Participation:

At least 10% of the project cost is funded privately; either through a private lender, another public lender and owner equity.

Grant Performance Period (i.e. Term):

Not Applicable.

Collateral:

Not Applicable.

Guarantees:

Personal guarantees from company owners may be required. Corporate guarantees may also be required.

Federal Labor Standards Provision & Davis Bacon Prevailing Wage Requirements:

Not Applicable.

Other Criteria:

Demonstrated need for grant funding.

Firm project and project cost.

Any entity with a current or pending bankruptcy either corporately or personally will NOT be eligible to apply.

Job Creation and Retention:

It is expected that the total numbers of employees, at the time of the submittal of the grant application, will be maintained by the grant recipient.

Job Cost Ratio:

Not Applicable.

Business Start-ups:

Are NOT eligible for grant funding under this program.

Grant applicants will need to meet to discuss their respective project with the Director of the Town of Union Economic Development Office prior to the submission of a request for grant funding.

To request a grant application and to set-up an appointment, please call Joseph Moody at (607) 786-2945 or by email at jmoody@townofunion.com