

RESOLUTION NO. 2020-J

**A RESOLUTION OF THE TOWN OF EATONVILLE,
WASHINGTON, AUTHORIZING THE USE OF CARES ACT
FUNDS TO IMPLEMENT AN EMERGENCY SMALL
BUSINESS GRANT POLICY**

WHEREAS, the World Health Organization has determined that a pandemic exists due to the global spread of a highly contagious virus commonly known as COVID-19; and

WHEREAS, on February 29, 2020, the Governor of the State of Washington proclaimed a State of Emergency due to COVID-19; and

WHEREAS, Mayor Schaub proclaimed an emergency within the Town of Eatonville on March 24, 2020; and

WHEREAS, the continuing COVID-19 epidemic adversely affects businesses of all types and has created a significant economic impact on the operation of small businesses, including causing several small businesses to temporarily close or significantly modify business operations; and

WHEREAS, the United State Congress passed the Coronavirus Aid, Relief, and Economic Security (CARES) Act, which was signed into law by the President on March 27th, 2020 to provide economic relief package to cities, American workers, families and small businesses; and

WHEREAS, the Town of Eatonville has received CARES Relief Funds in the amount of \$89,100; and

WHEREAS, on April 6, 2020, the Washington State Attorney General's Office issued guidance concluding that local governments may provide small business loans or grants where there is a clear nexus between such programs and either protecting the local economy or promoting compliance with public health guidelines; and

WHEREAS, the Eatonville Town Council authorizes the Mayor or designee to approve expenditures related to COVID-19 relief from the CARES relief funds, including the creation of a local grant program to support COVID-19 related economic recovery for small businesses; and

WHEREAS, the Town Council authorizes \$30,000 of CARES relief funds to be designated to a grant program as described in Attachment A to assist Eatonville businesses with operational costs impacted by the COVID-19 pandemic; now, therefore;

**THE TOWN COUNCIL OF THE TOWN OF EATONVILLE, WASHINGTON,
HEREBY RESOLVES AS FOLLOWS:**

THAT: The Emergency Small Business Grant Policy is approved and the Town Council hereby authorizes the Mayor or Designee to distribute grant funds up to \$1,500 per qualifying business, located within the Town of Eatonville as selected under the grant program as described in Attachment A.

PASSED by the Council of The Town of Eatonville at a regular meeting this 13th day of July.

Mike Schaub, Mayor

ATTEST:

Miranda Doll, Town Clerk



**TOWN OF EATONVILLE
EMERGENCY SMALL BUSINESS GRANT POLICY**

Background:

The Coronavirus Aid, Relief, and Economic Security (CARES) Act was passed by Congress with overwhelming, bipartisan support and signed into law by the President on March 27, 2020. This economic relief package provides direct economic assistance for American workers, families and small businesses. Through the Coronavirus Relief Fund, the CARES Act provided payments to State, Local and Tribal governments impacted by the COVID-19 outbreak.

On May 20, 2020, the Washington State Department of Commerce notified the Town of Eatonville that they will release a portion of the CARES funds to local governments. The Town of Eatonville's portion of these funds is \$89,100. The Town of Eatonville will utilize these funds to cover unanticipated and unbudgeted COVID related costs for public health and safety, as well as, help individuals, families and businesses overcome economic hardships.

Funding:

The Town Council is allocating \$30,000 from the Town's portion of CARES Act funding to implement an emergency grant program for local small businesses. This grant is intended to provide direct assistance to Eatonville businesses economically affected by the current health crisis. Qualifying businesses may only receive one grant from group A or one grant from group B. Grants will be issued on a first come first served basis.

There are 2 tiers of grants available.

- Group A-Fifteen grants in the amount of \$1,500.00 will be available to non-home-based businesses that were mandated to be closed during Phase 1 of the Stay Home Stay Healthy proclamation.
- Group B-Ten grants in the amount of \$750.00 will be available to businesses whose hours of operation were affected, or who suffered a severe loss of revenue during the Stay Home Stay Healthy proclamation

Additional Eligibility Criteria (must meet all of the following):

- Have a physical location within the Town limits Town of Eatonville
- Have a current Town of Eatonville business license (one application per business license)
- Have 10 or less full-time employees (including owner)
- Have been negatively impacted by COVID-19
- Must have been in business on or before January 1, 2020

Grant review process:

All applications for grants must be received by the Town of Eatonville by August 31, 2020. The information provided on the application will allow the Finance/Legislative Committee to evaluate grant applications for financial need. The Finance/Legislative Committee will review applications as they are submitted and submit recommendations to Town Staff on an ongoing basis, but no later than September 15, 2020.

Limited funds are available and will be awarded on a first come first served basis, determined by completed applications and proper documentation. Any portion of funds not committed to be distributed to this program will be reallocated to another program as determined by the Town Council.

Application for assistance to businesses located within the Town limits of the Town of Eatonville. This program is funded by and allowed under the Coronavirus Aid, Relief, and Economic Security Act (CARES Act).

W-9 REQUIRED TO BE SUBMITTED WITH APPLICATION. Complete both pages of the application.

Please briefly describe the operational impacts your business has suffered as a result of the State of Washington “Stay home, Stay Healthy” order:

[illegible]

SECTION B: CRISIS

Circumstances: (Check all that apply)

- ☐ Business was deemed non-essential and mandated to close during Phase 1
- ☐ Business activity was substantially reduced due to Governor Inslee's various proclamations/orders of TPCHD regulations.
- ☐ Business procedures are being/were substantially modified in order to reopen due to Governor Inslee's various proclamations/orders of TPCHD regulations resulting in increased costs.
- ☐ The cost of doing business substantially increased in order to comply with Governor Inslee's various proclamations/orders of TPCHD regulations.
- ☐ Other (please describe in detail below).

Please give a brief account of the circumstances:

I certify that I have provided and reviewed the information on this application, and it is accurate to the best of my knowledge. I give my permission for the Finance Committee Reviewer to request/release necessary information that may result in my receiving benefits. I hereby authorize the Town of Eatonville to release business license information to the Finance Committee for review.

I understand that I may or may not receive assistance under this program and, if assistance is provided, payment will be made under the name of my business.

Applicant Signature _____ Date _____

Submit Completed form and W-9 to:
 Town of Eatonville
 Utility Assistance Program
 PO Box 309
 Eatonville, WA 98328

Or drop off in the Utility Drop Box
 201 Center St W, Eatonville WA

SECTION C: FINANCE COMMITTEE REVIEWER

☐ Approved \$ _____

☐ Disapproved

Reviewed by: _____ Date: _____

Reviewed by: _____ Date: _____