

ELIGIBILITY CRITERIA

To be eligible for the grant funds under the program, Onondaga County businesses must meet the following requirements:

1. Must be women or minority owned (Not required to be MWBE certified)
2. The business must operate for profit. Non-profit entities of any type are not eligible.
3. Must have under 20 employees
4. The principal place of business for the organization must be located within the County of Onondaga
5. Operating for a minimum of 6 months prior to March 1, 2020
6. Revenue of \$500,000 or less
7. Businesses operating in the:
 - a. Service/Lifestyle Industry
 - b. Hospitality Industry
 - c. Healthcare/Wellness Industry

Please note: *Any business owner directly affiliated (i.e., employee, board member) with the organizations associated with this grant are not eligible.*

SUPPORTING DOCUMENTATION REQUIREMENT

To be considered, a complete application must be submitted. Upon final submission, the application cannot be modified. Incomplete applications will not be considered for this grant.

The application will require entries that include:

1. Document showing official business name (must match business applicant name). Acceptable documents include the following:
 - a. SS-4
 - b. Bank statement
 - c. Electric/gas bill, or other such vendor bill that shows name and address of business applicant
 - d. DBA/Trade Name (for Sole Proprietorship as applicable)
2. Report showing employee information.
 - a. Number of employees and payroll pre-Covid (3 months through January 31, 2020) AND
 - b. Number of current employees and payroll (3 months from February 1, 2020).

3. Revenue report for the following periods;

a. 3 months through January 31st

b. 3 months from February 1st

If an applicant is unable to submit their application documents electronically, they can email Clara Cedeno at: ccedeno@centerstateceo.com to make other arrangements.

ELIGIBLE EXPENSES AND FOLLOW UP DOCUMENTATION REQUIREMENT

Each grant applicant will include in its application an itemization of the expenses it intends to pay with the grant funds, which will be reviewed for compliance with the eligible expenses noted below.

Following the expenditure of all grant funds, the business shall provide a listing to the CenterState CEO of all business expenses paid using the grant funds along with supporting documentation. Documentation will be in the form of cancelled checks, paid invoices, bank statements, or similar documents evidencing payment. The listing of business expenses paid and accompanying documentation shall be submitted via online platform to be reviewed by CenterState CEO no later than 90 days following the receipt of grant funds by the business.

All expenses reported to as paid using Program funds must either be incurred by the business or paid by the business on or after March 1, 2020 and within 90 days of receipt of grant funds.

Eligible Expenses

1. Mortgage payments for the business's principal place of business or such other business location in Onondaga County. Mortgage payments for businesses that are located in an owner's primary residence are not eligible.
2. Rent payments for the business's principal place of business or such other business location in Onondaga County. Rent payments for businesses that are located in an owner's primary residence are not eligible.
3. Utility payments – electric, gas, sewer, water, trash removal – for the business's principal place of business or such other business location in Onondaga County. Utility payments for businesses that are located in an owner's primary residence are not eligible.
4. Business related health, property and casualty and liability insurance payments.
5. Salaries or wages of all employees employed by the business.