



City of Manitou Springs

COVID-19 Small Business Reopening Assistance Grant

Program Objectives

Our local business community is facing an unprecedented economic disruption due to the Coronavirus (COVID-19) pandemic. On March 27, 2020, the President signed into law the Coronavirus Aid Relief and Economic Security Act (“CARES Act”), which established \$376 billion in relief for American workers and small businesses. With funding received from El Paso County through the federal CARES Act, the City of Manitou Springs has created a micro grant program to assist small businesses. The Manitou Springs COVID-19 Small Business Reopening Assistance Grant Program (“the program”) is intended to provide assistance to our local businesses to revive commerce due to the COVID-19 emergency. It is the program’s goal to support the local economy by providing micro grants to assist with business costs associated with reopening after the State issued Stay-At-Home Orders were lifted.

Grant Amount

The City of Manitou Springs’ Small Business Reopening Assistance Grant program is offering eligible businesses located in Manitou Springs micro grants up to a maximum of \$2,000. Applying for the program does not guarantee the City’s financial assistance.

Eligibility

The program is open to for-profit, small businesses and restaurants with a brick-and-mortar presence within the City’s boundaries in a zoned commercial area. Home-based or short-term/vacation rentals by owner businesses are not eligible for the program.

To be eligible for a micro grant, the following eligibility requirements must be met by the business:

- Located in the City of Manitou Springs with a brick-and-mortar presence in a zoned commercial area
- In operation since January 1, 2020 or prior
- For-profit business
- Required to Pay Sales/Excise Tax
- Must have had 25 or fewer full- time equivalent employees on March 10, 2020 (the date of the Governor's disaster declaration) at your Manitou location; and
- Businesses must be in good financial standing with the City, including being up to date on sales tax remittances and utility payments (paid through February 2020 with no previous outstanding balance)
- Demonstrate a decline in revenue during COVID-19 of at least 10%

Employees, immediate family members of employees, or others who have a fiscal relationship with the City of Manitou Springs are not eligible for the COVID-19 Small Business Reopening Assistance Grant.

Application Process and Timeline

If your businesses meets the eligibility requirements of this grant program and you need financial assistance to help with reopening expenses, please submit a completed application and any documentation to support the application to leslielewis@manitouchamber.com. Completed applications can also be dropped off at the Manitou Springs Chamber of Commerce and Visitors Bureau, 354 Manitou Avenue, Manitou Springs, CO 80829. Any questions may be directed to Leslie Lewis, Director, leslielewis@manitouchamber.com.

The COVID-19 Small Business Reopening Assistance Program is subject to available funding. The anticipated timeline is as follows, but is subject to change with notice:

June 18, 2020	Grant Application Opens
June 26, 2020	Grant Application Deadline
June 26- July 13th	Eligibility Review of Applicants
July 14th	Notice to Grant Applicants
July 17th	Award Letters and Checks Available
August 3rd	Grantees Submit Receipts and Reports
August 10th	Final Closeout Report Due by Grantees

If not all funds are awarded, subsequent funding rounds will follow a similar timeline. Final approval for a micro grant up to the total funding availability will based on meeting the required eligibility criteria.

Grant Awards

After eligibility is verified and upon approval, an award letter and check will be issued to the applicant. Completion of closeout reports for all grantees will be required.