



# SMALL BUSINESS RECOVERY FUND

UPDATED 6/26/2024

## **GRANT FUND OVERVIEW**

The Atlanta Development Authority d/b/a Invest Atlanta is the economic development agent for the City of Atlanta.

The disruption in water service has impacted Atlanta's small businesses which are critical to the city's ongoing economic growth and success for all Atlantans.

As this is a unique situation in which the City has declared a state of emergency, and Invest Atlanta is delivering initiatives to help small businesses rebuild, recover and thrive in the wake of the disruption in water service. Invest Atlanta is seeking small businesses which were directly impacted by the disruption in water service.

## **PURPOSE OF GRANT**

Mayor Andre Dickens declared a state of emergency due to water service disruption, and on June 4, 2024, City Council introduced an ordinance to provide Invest Atlanta up to \$5M to assist businesses negatively impacted by the water disruption. On June 17, 2024, the City of Atlanta adopted Ordinance 24-O-1301 authorizing an increase of \$2,500,000 to Invest Atlanta to support the small businesses' employees adversely impacted during the disruption in water service.

The purpose of the City of Atlanta Recovery Fund is to distribute grants to small businesses and their employees as a means of addressing the economic impact of the water service disruption.

## **ELIGIBLE PARTICIPANT**

A **business** is eligible for the City of Atlanta Recovery Fund grant if it meets all of the following criteria at the time of application:

- Only businesses with verified addresses within the impacted BWA (Boil Water Advisory) areas will be approved. (see map below)
- Active 2024 City of Atlanta Business License
- Articles of Incorporation or Ownership
- Operating Agreement or the Corporate Bylaws
- Georgia Secretary of State registration
- Proof of revenue/Point-of-sale report from two weeks prior to the disruption, the week of disruption and the week after impact period. See exact dates below:
  - May 13-27
  - May 28-June 11
- Impact statement (included in the application)
- [Save Affidavit](#) (notarized – download form within application)
- Valid lease or security deed
- [Duplication of Benefits Certification Form \(download form within application\)](#)

A **non-profit organization** is eligible for a City of Atlanta Business Recovery Fund grant if it performs for-profit activities.

## **INELIGIBILITY**

### **Expenses:**

- Costs already covered through insurance claims

### **The following businesses are ineligible for the City of Atlanta Business Recovery Fund:**

- Businesses who obtained their City of Atlanta Business License after 05/30/2024
- Businesses engaged in any illegal activity.
- Corporate-owned franchises.
- Life insurance companies.
- Financial businesses primarily engaged in the business of lending, such as banks, finance companies, loan packagers, and factors.
- Businesses located in a foreign country.
- Government-owned entities.
- Businesses owned or operated by officials, employees, or family members of the City of Atlanta or Invest Atlanta.
- Pyramid sale distribution plans.
- Passive businesses owned by developers and landlords with no active ties to for-profit business activities at the location.
- Businesses primarily engaged in political or lobbying activities.
- Businesses principally engaged in teaching, instructing, counseling or indoctrinating religion or religious beliefs, whether in a religious or secular setting.
- Speculative businesses.
- Businesses that derive any part of annual gross income (including rental income) from gambling activities, except where an otherwise eligible small business earns less than 1/3 of its annual gross income from the licensed sale of Georgia lottery tickets.
- Private clubs and businesses which limit the number of memberships for reasons other than capacity.
- Enterprises which constitute adult businesses as defined by City Code Section 16-29.001(3).

## **PROGRAM STRUCTURE – GRANT AMOUNT**

*Priority will be given to industries most directly impacted, i.e., restaurants, beauty salons, coffee shops, juice bars, and daycares.*

### **Criterion 1:**

**Businesses closed/impacted for 4 days or more receive more funding**

## **Criterion 2:**

### **Funding based on the revenue of the business**

#### **Revenue brackets are as follows:**

- a. < \$500,000
- b. \$500,000 - \$1,000,000
- c. > \$1,000,000

#### **Combined, we have the following structure:**

- |   |          |
|---|----------|
| ▪ Closed/Impacted 1-3 days, revenue < \$500,000 ~             | \$2,000  |
| ▪ Closed/Impacted 1-3 days, revenue \$500,000 - \$1,000,000 ~ | \$4,000  |
| ▪ Closed/Impacted 1-3 days, revenue > \$1,000,000 ~           | \$5,000  |
| ▪ Closed/Impacted 4+ days, revenue < \$500,000 ~              | \$6,000  |
| ▪ Closed/Impacted 4+ days, revenue \$500,000 - \$1,000,000 ~  | \$8,000  |
| ▪ Closed/Impacted 4+ days, revenue > \$1,000,000 ~            | \$10,000 |

In the application, when you note the number of closed days and impacted days, please consider these as separate days.

**\* Having received technical assistance from one of Invest Atlanta's technical assistance providers to complete the application does NOT guarantee that the applicant will be awarded a Business Recovery grant.**

### **USE OF PROCEEDS**

Grant funds must be used by the business to minimize challenges that occurred during the water service disruption. Grant recipients are required to follow grant recipient compliance requirements including an annual grant impact report.

### **EMPLOYEE COMPONENT**

If your business would like to be considered for the Employee Component of this program which is \$200 for every employee who lost a significant amount of the employee's compensation (i.e. did not receive tips).

1. If you have opted in this program, you will be asked to provide
  - a. The number of hourly, frontline employees you have that could not work while you were closed? In other words, please identify the number of frontline hourly employees that were scheduled to work the day(s) you were closed.
2. Under this component of the program, the business is obligated to remit these funds directly to the affected, hourly, frontline employees.
3. Under this component of the program, would you agree to send Invest Atlanta proof of payment to the employees (this can be in the form of a payroll register, bank statement or check stub) within 60 days of the award.
4. Under this component of the program, you agree and understand that if you do not send Invest Atlanta proof of the payment to the employees, you will be liable to reimburse Invest Atlanta for the funds provided for the employee component and the business recovery component. If this should occur, the business will be considered 'not in good standing' with Invest Atlanta.

Front Line, hourly, employees are considered = non-salaried employees.

## **COMPLIANCE REQUIREMENTS:**

This is a grant and not a loan. However, the eligible businesses must:

- Applicant will attest (via the application) to having a financial hardship such as declines in revenues during the impact periods of business/closure as a result of the water service disruption
- Applicant will attest (via the application) to accurately documenting the number of hourly employees during the impact periods of business/closure as a result of the water service disruption.
  - Within 60 days of receiving the grant funds, the applicant must submit payroll documentation that clearly provides verification of employee funds disbursed.
- Use best efforts to expand or retain current levels of employment;
- Within one year of receiving the grant funds, the applicant is encouraged to complete at least fifteen (15) hours of community service with a 501(c)(3) organization of their choice, physically located within the City of Atlanta, to be evidenced by verification provided on the non-profit organization's letterhead. If the applicant is a 501(c)3 organization, then they must complete community service with a different 501(c)3 organization.
- Within one year of receiving the funds, the eligible business will submit to Invest Atlanta a final close-out narrative and provide a response to the Progress Reporting Form (attached to final Grant Agreement).

**At the end of the application period (5pm on July 8, 2024), completed and submitted applications will be scored to determine awards.**

**Due to anticipated demand, the City of Atlanta Recovery Fund will be a priority grant based on impact area and business NAICS code, and not all applications are guaranteed to receive funding for any component of this program.**

It is anticipated that the award notices will begin the week of July 29<sup>th</sup>.

## **INCOMPLETE APPLICATIONS**

After review, incomplete applications will be considered ineligible for this grant. An incomplete application is one that has not uploaded all required documents, has not uploaded the accurate document and/or has not answered all required questions.

The only *exception* to this will be after the initial Invest Atlanta review. In the event the submitted application is incomplete or the wrong documentation was uploaded, applicants will receive **one** opportunity to cure any identified error(s) through a 'Task' notification in Neighborly. This program will allow a single one-time opportunity to cure your application. Applicants will have only **48 hours** to address the error. Once the 48 hours have passed with no response, the application will be considered unresponsive.

## **Boil Advisory Map**

