



## **Basehor Area Business Economic Relief Grant**

### **Purpose:**

The purpose of the Basehor Area Business Economic Relief Grant is to offer financial assistance to local non-essential businesses that were negatively impacted by the State of Kansas stay at home orders 20-16 and/or 20-24, during the COVID 19 Pandemic. This provides a one-time payment to approved businesses to offset the negative financial impacts that the COVID-19 business restrictions and mandatory closures have caused since March 1, 2020. \$150,000 dollars total has been allocated for these grants.

### **Program Overview and Determining Eligibility:**

Grants will be awarded to qualifying businesses located in Basehor city limits that meet the following criteria:

- Must either be an essential or non-essential business that was mandated to close during the Covid-19 pandemic in compliance with the Executive Order (EO) 20-16 and EO 20-24 or suffered economic loss as a result of limited opening requirements of the above executive orders.
- An essential or non-essential business that suffered economic loss as result of the limited opening requirements set forth in EO 20-29 and/or EO 20-31.
- Funds cannot be used to cover costs that have been reimbursed by another agency or program.
- Examples of eligible spending include, but are not limited to: mortgage costs, fees associated with late payments that were COVID related, rent due from COVID time period, and mandatory supplies to prepare for reopening or make modifications for certain phased openings as set forth by the State of Kansas and Leavenworth County.
- Must have a current business license, or had one on March 1, 2020, within the City of Basehor. Non-profits are ineligible.
- Must have and provide a certificate of good standing from the Kansas taxing authority.  
[https://www.kssos.org/other/certificate\\_good\\_standing.html](https://www.kssos.org/other/certificate_good_standing.html)
- Eligible businesses can not be corporately owned or publicly traded. Local franchises are eligible.
- Must have suffered a loss of at least 25% in revenues.
- Repayment is not required.

### ***Non-exhaustive list of ineligible businesses and ineligible expenses***

- Sole-proprietors, independent contractors and gig-workers. Business must employ 2+ employees to be eligible
- Non-profit entities
- Businesses which derive income from passive investments, lobbying, billboards or property management

- Businesses which have been debarred from working with the federal government
- Home-based businesses. Only businesses with a brick-and-mortar establishment within the City of Basehor are eligible to apply.
- Ineligible expenses include: expenses incurred prior to March 1, 2020 or after the date of your application, any taxes, fees or fines which would be considered government revenue (i.e. property taxes)
- The grant cannot be used for revenue replacement

**Requirements:**

Businesses that suffered economic hardships must exclude any amounts covered by other insurances or Federal/state grants or other programs where repayment is not required (double dipping).

Grants shall be used to cover eligible expenses from March 1, 2020 to present.

**Applying for Assistance:**

Applications will be accepted from September 10 - October 19, 2020 at 5:00PM CST.

Applications can be accepted in person at 2620 North 155<sup>th</sup> Street, or emailed to [krenn@cityofbasehor.org](mailto:krenn@cityofbasehor.org)

Do not submit original documents.

The following must be submitted:

- Application.
- W-9/EIN
- DUNS number
- Revenue information from Quarter 1 and 2 of 2019 and Quarters 1 and 2 of 2020 (profit and loss statements or quarterly balance sheets)
- Itemized table and invoices for which you are requesting reimbursements for
- Kansas business license
- Certificate of good standing from Kansas Department of Revenue

The grant shall not be used for any payment of bonus or commissions.

Upon completing and submitting application, business shall provide documents of spending, invoices and receipts for such, to the City of Basehor for all funds requested at [KRenn@cityofbasehor.org](mailto:KRenn@cityofbasehor.org). Questions can be directed to [KRenn@cityofbasehor.org](mailto:KRenn@cityofbasehor.org).