Lake CARES Small Business Assistance Grant Program Information

FOR-PROFITS

Lake County is currently allocating up to $12 million in emergency relief to support local businesses with a commercial presence within the County that have been negatively impacted by the COVID-19 pandemic. Funds are available as part of the Coronavirus Aid, Relief, and Economic Security ("CARES") Act federal stimulus package. As a part of that relief, the County is offering emergency financial support through the Lake CARES Small Business Assistance Grant Program on a first come first serve basis for complete and accurate applications. Qualifying businesses may be eligible to receive a one-time grant of $2,000 for self-employed or sole-proprietors, $5,000 for businesses that have 2 to 9 full-time equivalent employees or $7,500 for businesses that have between 10 and 25 full-time equivalent employees to help them recover from the negative financial consequences resulting from the COVID-19 pandemic.

For-Profit Business Eligibility

- Business had 25 or fewer FTE* employees, including the owner, as of January 1, 2020.
- Business has been negatively impacted by the COVID-19 emergency.
- Business has a physical location in Lake County that is legally operating prior to January 1, 2020.
- Business can demonstrate ongoing operations within Lake County through February 15, 2020.
- Business expects to continue/resume operations after all State Executive Orders restrictions are lifted.
- Business is not a subsidiary or partially owned by a publicly traded company or a hedge fund.
- Business does not have any legal actions against or from Lake County or its municipalities, including code enforcement liens.
- No owner, officer, partner, or principal actor of the business has a felony conviction for financial mismanagement within the last two years for which he or she is still serving a sentence (including prison, parole, and probation).
- Business is not operating in violation of any state, federal or local laws.
- Business was determined to be a non-essential business affected by State of Florida Safer-at-Home executive orders and/or was mandated to close or reduce operating capacity.

Documentation Required to Upload

1. A Completed IRS Form W-9
2. The following, as applicable:
   - Most recent State of Florida business filing Annual Report
   - DBA/Fictitious Name registration
   - Most recent County Business Tax Receipt and/or City Business Tax Receipt
   - 2019 IRS Form 1040 – Schedule C
   - IRS Form 941 (Q4 2019) or IRS Form 943 (Annual 2019) for business paying wages
3. Driver’s License Copy for each applicant (front only)
NON-PROFITS

Lake County is currently allocating up to $3.5 million in emergency relief to support local non-profits and Chambers of Commerce with a presence within the County that have been negatively impacted by the COVID-19 pandemic. Funds are available as part of the Coronavirus Aid, Relief, and Economic Security (“CARES”) Act federal stimulus package. As a part of that relief, the County is offering emergency financial support through the Lake CARES Small Business Assistance Grant Program on a first come first serve basis for complete and accurate applications. Qualifying non-profits and Chambers of Commerce may be eligible to receive a one-time grant of $5,000 for organizations that have 25 employees or less to help them recover from the negative financial consequences resulting from the COVID19 pandemic.

Non-Profit Eligibility

- Organization is a Non-profit 501(c)(3) or Chamber of Commerce.
- Organization has 25 or less FTE* employees, including owner, as of January 1, 2020.
- Organization has been negatively impacted due to the COVID-19 emergency.
- Organization has a physical location in Lake County that is legally operating within Lake County and the State of Florida prior to January 1, 2020.
- Organization expects to continue/resume operations after all State Executive Orders restrictions are lifted.
- Organization is not a subsidiary of another organization.
- Organization does not have any legal actions against or from Lake County or its municipalities, including code enforcement liens.
- No owner, officer, partner, or principal actor of the organization has a felony conviction for financial mismanagement within the last two years for which he or she is still serving a sentence (including prison, parole, and probation).
- Organization is not operating in violation of any state, federal or local laws.

Documentation Required to Upload

1. A Completed IRS Form W-9
2. A copy of IRS 501(c)(3) determination letter or other IRS recognition document
3. The following, as applicable:
   • Most recent State of Florida business filing Annual Report
   • DBA/Fictitious Name registration
   • Most recent County Business Tax Receipt and/or City Business Tax Receipt
   • IRS Form 941 (Q4 2019) or IRS Form 943 (Annual 2019) for organizations paying wages
4. Driver’s License Copy for each applicant (front only)

*A full-time equivalent (FTE) is a way for employers to measure how many full-time employees they have, along with the number of part-time employees that can be translated into full-time terms. For the purposes of the application, full-time is based off of a 40-hour work week. Your FTE number = (Total number of hours worked by part-time employees per week / 40) + The number of full-time employees you have.