



City of
Moundsville

**APPLICATION FOR THE
CITY OF MOUNDSVILLE
BUSINESS ASSISTANCE
GRANT PROGRAM**

American Rescue Plan

The City of Moundsville is pleased to offer this Grant Program to city businesses who have suffered due to the COVID-19 pandemic. This program is made possible by funds received from the American Rescue Plan. All guidelines come from the Final Rule issued by the United States Treasury and are not negotiable by the city. All businesses that apply and are deemed qualified, will receive a one-time financial grant of \$5,000.00. Please read through the guidelines below to make sure your business is eligible. If so, complete the entire application, and return it to the City Manager's Office, City of Moundsville, 800 6th Street, Moundsville, WV 26041. **Applications will be accepted until December 31, 2022, or until allocated program funds are exhausted.** The application will be reviewed internally and then forwarded for final approval by the City Manager. The City of Moundsville will notify applicant of approval or denial of the application. If the application is approved, an agreement between the applicant and the city of Moundsville must be signed BEFORE grant is official. Grant monies will be disbursed as soon as possible after the agreement is returned.

General Grant Guidelines

1. Business must be located in the city limits of Moundsville.
2. Business shall have no more than 500 employees.
3. Business must be independently owned and operated and is not dominant in its field of operation.
4. Business must be current on all city accounts, including:
 - a. Garbage
 - b. Municipal Fee
 - c. Public Safety Fee
 - d. Business and Occupation Tax
 - e. Business License
 - f. Water/Sanitary/Stormwater
5. Businesses must have been impacted by the pandemic (and be able to provide documentation), for example:
 - a. Decreased Revenue or Gross Receipts
 - b. Financial Insecurity
 - c. Increased Costs
 - d. Capacity to Weather Financial Hardship
 - e. Challenges Covering Payroll, Rent or Mortgage, and Other Operating Costs
6. Assistance will be a grant to mitigate financial hardship.
7. Funds may be used to:
 - a. Support payroll and/or benefits.
 - b. Retain employees.
 - c. Pay mortgage, rent, utility and/or other operating costs.
 - d. Technical assistance, counseling, or other services to support business planning.
8. Business must supply documentation to confirm revenue loss, increased costs, etc.
9. If you have received American Rescue Plan funds from another entity, you may not be eligible.

	FILL ANSWERS IN THIS COLUMN
BUSINESS NAME	
EIN (Employer Identification Number)	
OWNER(S) NAME	
BUSINESS PHYSICAL ADDRESS	
BUSINESS MAILING ADDRESS	
BUSINESS PHONE NUMBER	
OWNER E-MAIL ADDRESS	
YEARS IN BUSINESS	
PLEASE ANSWER THE FOLLOWING QUESTIONS:	
Is business located in the city limits of Moundsville?	
Does business have less than 500 employees?	
Is business independently owned and operated?	
Is business dominant in its field of operation?	
Has businesses been impacted by the pandemic?	
Has business experienced decreased revenue or gross receipts?	
Has (or does) business suffer from financial insecurity?	
Has business seen increased costs?	
Does business have the capacity to weather financial hardship?	
Has business had challenges covering payroll, rent or mortgage, and/or other operating costs?	
Has business applied to another entity for assistance due to COVID?	
If yes, who, did you get approval, and how much assistance?	

I acknowledge that the City of Moundsville, WV is obligated only to administer the grant procedures and is not liable to the applicant, owner or their parties for any obligations or claims of any nature growing out, or arising out of, the application undertaken by the applicant and/or owner. There is no principal/agent or employer/employee relationship between the City of Moundsville, WV, and the applicant and/or owner.

- I acknowledge that all of the information I provided in this application is true, to the best of my knowledge.
- I acknowledge that I will use grant funds for the allowable reasons and will provide documentation of expenditures.
- I have attached proper documentation.

Signatures:

Applicant

Date

Co-Applicant (if applicable)

Date

OFFICE USE ONLY

Task	Signature	Date
Date Application Received		
Review Process		
<ul style="list-style-type: none"> • Garbage Current 		
<ul style="list-style-type: none"> • Municipal Fee Current 		
<ul style="list-style-type: none"> • Public Safety Fee Current 		
<ul style="list-style-type: none"> • Business & Occupation Tax Current 		
<ul style="list-style-type: none"> • Business License Current 		
<ul style="list-style-type: none"> • Water/Sanitary/Stormwater Current 		
<ul style="list-style-type: none"> • Proof of Lost Revenue Supplied/Approved 		
<ul style="list-style-type: none"> • Other Documents Supplied/Approved 		
Approval to Move Forward		
City Manager's Approval		
Amount of Grant Approved		
Agreement Signed		
Grant Expended, Include Check #		