

Program Eligibility Requirements

Y/N

Notes on Documentation Provided

Complete, signed application?-serves as attestation
Office located in City of Rio Vista?
Financial Impact from COVID-19?
Create/Retain LMI job (<\$64,050, does not have to be city resident, formal job training less than 12 months)
Business Start Date (in business prior to COVID-funds can reopen closed business)?
For Profit Business?
Not Cannabis Related?
Between 1 FTE employee and 25 FTE employees?

Documentation:

Budget detailing which costs funds will reimburse (eligible uses: operating capital-payroll, insurance, lease/mortgage, inventory, marketing, accounting, supplies-receipts of costs incurred required)
Copies of receipts/invoices for reimbursement (must match with budget)
Current fiscal year agency budget - including all funding commitments/sources
Complete 2019 and 2020
2019 and 2020 payroll
Profit and loss statements for Years 2019 and 2020

Signed agreements for PPP, EIDL, other local/state grants or loans, or insurance payouts received
Copy of current City of Rio Vista business license

Map indicating the location(s) of organization's services in the City of Rio Vista-commercial space
Articles of incorporation and by-laws and amendments

Secretary of State Certification of Good Standing (Online printout/screenshot is acceptable)
W-9 taxpayer identification form
SAM.gov registration-no exclusions
DOB Analysis-see other worksheet
Public Benefit Test-Create/Retain LMI Job
Public Benefit Test-Paystub
Public Benefit Test-Description and salary of job retained

Eligible Y/N?

Duplication of Benefits Analysis [name] \$\$\$\$ IN ASSISTANCE REQUESTED
Assistance Received

Assistance Source	Amount	Costs Paid with Assistance
1		
2		
3		
4		
5		
6		

Total Assistance	\$ -	
Losses		Difference
2019 Revenue		
2020 Revenue		\$ -
	Total Loss	\$ -

Difference of Revenue and Loss
0

If negative, eligible
If positive or 0, DOB