



City of Benicia

ECONOMIC BOOST GRANT

GUIDELINES

The City of Benicia BOOST (Business·Open·Opportunity·Support·Thrive) Grant was established to support Benicia businesses in navigating the impacts of the COVID-19 shutdown. The objective of the BOOST Grant is to assist those businesses most vulnerable with some relief to unexpected expenses or bridge a financial gap caused by the COVID-19 which will help the business continue operations and local employment in Benicia.

OVERVIEW

- Provide grants of up to \$10,000 to small commercial and industrial businesses with 1-50 employees.
- Grant funding may be used for lease payments, utilities, payroll and/or equipment expenditures that are needed to maintain or grow the businesses in the post COVID-19 economy.

ELIGIBILITY

- A business with 50 or fewer employees located in a commercial or industrial zone in the City of Benicia.
- Business that has been negatively impacted by COVID-19 closures (25% decline in revenue).
- Have already pursued other Federal or State Assistance.
- Be a business that has been in operation in Benicia for over 1 year as of March 1, 2020.
- Be a business in good standing with the City of Benicia and have a valid Benicia business license.

APPLICATION PROCESS

- Complete the City of Benicia BOOST Grant application.
- Provide a copy of the following business documents with your application:
 - Lease, Deed or Mortgage
 - W-9 Form
 - Profit and Loss Statement for 2019 and for the first 5 months of 2020
 - Balance Sheet for 2019 and for the first 5 months of 2020
 - Utility Bills for January, February, and March 2020
 - Additional information/documentation may be provided by you or may be requested for review.

SELECTION PRIORITIES

- Description of impact on your business due to COVID-19 and explanation of use of funds in sustaining your business.
- Businesses that generate local sales tax revenue.
- Businesses that maintain local jobs.
- Tenure of local business.
- Businesses that contribute to the City's tourism effort.

APPLICATION TIMELINE

- Applications will be available online at BeniciaBusiness.com on Wednesday, July 1, 2020.
- Application packages are due to Economic Development Manager Mario Giuliani via e-mail mgiuliani@ci.benicia.ca.us on or before **5 p.m. on Monday, July 13, 2020**. Title the email: **BOOST Grant Application-(your company name)**. Applicants will receive a confirmation email.
- Grants awards will be announced after Selection Committee review on Monday, July 20, 2020.
- Grant funds will be available on or after **Thursday, August 6, 2020**.