# **ANACORTES ROTARY CHARITABLE FOUNDATION**

# SMALL BUSINESS AND NONPROFIT STABILIZATION GRANT

(Maximum Business Size - 30 Employees; Businesses Open since 2019)

The Anacortes Rotary Charitable Foundation has received a sizable private donation, which in part will be used for business relief to provide funding for small businesses and nonprofits in jeopardy as a result of COVID-19 public safety measures. This funding is provided in accordance to IRS Publication 3833, which states disaster assistance may be provided to businesses to achieve the following charitable purposes: to aid individual business owners who are financially needy or otherwise distressed, to combat community deterioration, and to lessen the burdens of government. The maximum amount of each request will be $10,000 in assistance to those businesses and nonprofits who are financially needy or otherwise distressed due to the current pandemic.

Certain eligibility criteria must be met in order to be eligible for this funding source and funding will be based on an objective evaluation of the recipient’s needs at the time the grant is made. A recipient will provide proof that they are financially in need of the aid. The applicant must provide documentation and declare there is no conflict of interest from all parties, documentation of the nature of the financial need due to emergency or disaster and adequate follow up reporting on the use of the funds.

**Business/Nonprofit must be located in the 98221 zip code; application deadline is June 4, 2021 and will be reviewed by a team of business owners and Rotarians.**

The following expenses are not eligible: travel, office equipment, and computer software.

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| **BUSINESS/NONPROFIT INFORMATION** |
| Applicant Business/Nonprofit Name: |
| Doing Business As (DBA): |
| Applicant/Business Owner names(s): |
| Business Address: |
| Mailing Address (if different): |
| Business phone: Applicant phone: |
| Email: |
| UBI Number |
| Date of Incorporation/Start Up: |
| Current number of employees |
| Number of employees retained if grant is received: |

**BUSINESS/NONPROFIT DESCRIPTION and summary of owner’s/lEADER’S experience in industry, including number of years in business**

|  |  |
| --- | --- |
| **PROPOSED USE OF FUNDS** | |
| Amount of Request | Use |
| $ | Payroll Expenses |
| $ | Rent/Mortgage |
| $ | Utilities |
| $ | Inventory |
| $ | Other (specify) |
| **Total Relief Grant Funds Request (max $10,000)**  $ | |

1. **EMERGENCY NEED**

Describe the negative impact the COVID-19 pandemic has had on your business/nonprofit. Include the number of employees (including working owner) whose hours have been reduced or have been laid off, if any.

Please explain how the funding will help your business/nonprofit remain viable and your current unmet needs. Also, include whether this is a recurrent need and indicate the time frame when these funds will be used.

What might we not know about the services/products you provide that benefit our community.

**OTHER FUNDS**

Describe your business/nonprofit revenues during COVID-19 and during a similar period (1 year max) prior to COVID-19:

If you received any other funding from other agencies that was used to assist your business/nonprofit in response to the COVID-19 pandemic, provide the full amount received, specify the type of assistance (grant, loan, forgivable loan), and how you applied those funds.

Describe any shortfalls you may be experiencing with your business/nonprofit caused by the COVID-19 pandemic that is not included in the Proposed Use of Funds on the previous page. If you do have other shortfalls, how do you intend to fill those to prevent loss of business/nonprofit?

**APPLICANT STATEMENT**: I hereby certify that the information on this form is complete and accurate.

**SIGNATURE:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Please provide signature(s), printed name(s), and title(s) of additional owners on separate page (if applicable).**

**Email completed application to: anacortesstephanie@gmail.com**

**or mail to**

**Stephanie Hamilton**

**Anacortes Rotary Club**

**PO Box 94**

**Anacortes, WA 98221**

Questions: Contact Stephanie Hamilton, Anacortes Rotary Past President

360.840.1706