



Dauphin County
Harrisburg, Pennsylvania

**Dauphin County
Community Development
Block Grant Program
COVID Recovery Small Business Grant
Program**

April 2020

General Information and Application

**Dauphin County Board of Commissioners
Jeff Haste, Chairman
Mike Pries, Vice Chairman
George P. Hartwick III, Secretary**

*Administered by:
Dauphin County Department of Community
& Economic Development*

GENERAL INFORMATION ON COMMUNITY DEVELOPMENT BLOCK GRANT COVID-19 SMALL BUSINESS GRANT PROGRAM

In response to the COVID-19 pandemic, which is creating significant economic hardship for small business, Dauphin County is utilizing \$853,568 in emergency 2020 CDBG-COVID Recovery Funds to provide zero-interest working capital and payroll assistance grants of up to \$20,000 or three months operating expenses (whichever is lesser) to assist small businesses in recovering from the economic impact of the pandemic. These grants are upon the borrower meeting certain usage criteria and are on a first-come, first-serve basis.

To be eligible, a small business must meet the following criteria:

- Business' physical location is within Dauphin County and outside of the city limits of Harrisburg. (Harrisburg City is administering its own, separate CDBG-COVID Recovery Program.)
- Business employs no more than 25 people.

FOR WORKING CAPITAL ASSISTANCE:

- Must be located in a low-to-moderate income service area as determined by census data; or employ 51% or more low-to-moderate income positions (annual wage below \$45,450 per individual). Must provide income certifications (Attachment 1) demonstrating 51% or more of your employees earn annual wages at or below the low-to-moderate income threshold.
- Business must document that low-to-moderate income positions would be lost without CDBG-CV assistance).

FOR PAYROLL ASSISTANCE:

- Provides list of low-to-moderate income employees and will utilize funds solely to cover payroll expenses for low-to-moderate income employees). Must provide income certifications (Attachment 1) for LMI employees whose income applicant intends to cover with grant funds.

Successful applicant will enter into a grant agreement with the Dauphin County Economic Development Corporation for a term of 60 months at zero (0) interest. Principal and interest payments will be deferred for 24 months and the grant will be fully forgiven at 24 months if the borrower meets the following criteria.

- **Working Capital Assistance:** Businesses furnishes proof that funds were used solely as working capital to meet operational expenses and still remains in operation and maintains its existing level of employees 24 months after grant closing. If business has received other federal assistance related to COVID-19

(SBA Paycheck Protection Program Grant, etc), business must provide accounting demonstrating there were no duplication of federal funds.

- **Low-Income Payroll Assistance:** Business furnishes proof that proceeds were used specifically to fund wages for low-to-moderate income employees until grant amount is exhausted. If business has received other federal assistance related to COVID-19, business must providing accounting demonstrating there was no duplication of federal funds.

IMPORTANT NOTE: BUSINESSES THAT HAVE RECEIVED OTHER FEDERAL FINANCIAL ASSISTANCE RELATED TO COVID-19, INCLUDING SMALL BUSINESS ADMINISTRATION ASSISTANCE MAY BE INELIGIBLE FOR THIS GRANT IF OTHER FEDERAL ASSISTANCE COVERS ENTIRETY OF REPORTED OPERATING COSTS

Interested small businesses are encouraged to apply as-soon-as possible.

All applicants must submit one (1) copy of the enclosed application to Debra Laudenslager via one of the following methods:

Email:

dlaudenslager@dauphinc.org

Hard Copy Mail:

Dauphin County Department of Community & Economic Development
Attention: Deb Laudenslager, Program Coordinator
112 Market Street, 7th Floor
Harrisburg, PA 17101

Applications will be processed on a first-come, first served basis until funds are exhausted.