

## Fairfax City ReConnected Grant Program Application

### Round 2 – Planning

#### **Overview:**

Round 2 of the Fairfax City ReConnected Grant (FCRG) application process is open only to businesses that applied during Round 1 and met the required eligibility parameters established in the Round 1 application. Applicants that are invited to Round 2 have been conditionally awarded a \$5,000 ReConnected Grant. The Grant award is contingent upon completing the Round 2 application and a thorough review of eligibility requirements. In the event that the applicant does not complete the Round 2 application, their application may be disqualified. Additionally, if upon further review the grant management team determines that the business is ineligible, the business will be notified and subsequently their application may be withdrawn.

During Round 2 of the ReConnected Grant program, applicants have the opportunity to propose how their business would use grant funds to recover from expenses incurred as a direct result from COVID-19. A summary of eligible expenditures is available [here](#) and on the final page of this document. Additionally, in Section 3 of this application, businesses have the opportunity to apply for an additional \$5,000, resulting in a total award amount of \$10,000. Section 3 consists of three short answer questions that will enable a decision committee to establish why a business deserves the enhanced grant award. Businesses that apply for the \$10,000 award but do not receive it will still be eligible for the \$5,000 award.

Round 2 applications with all accompanying documentation are due on **July 29<sup>th</sup> at 5 pm** to [ReConnectedGrant@fairfaxcityeda.org](mailto:ReConnectedGrant@fairfaxcityeda.org).

If you have any questions, please reach out to [ReConnectedGrant@fairfaxcityeda.org](mailto:ReConnectedGrant@fairfaxcityeda.org). The ReConnected Grant team will be holding virtual office hours July 23<sup>rd</sup>, July 24<sup>th</sup>, and July 27<sup>th</sup> from 1 – 3 pm. Please reach out to 703.581.8041 with questions during that time.

\*All questions are required unless otherwise stated.

\*Given the limited nature of funding, the EDA does not guarantee the award of any funds to any applicant. Filling out the application does not guarantee funding.

\*Please fill in answers to the best of your knowledge. All answers submitted by the applicants are subject to inspection by the FCRG staff.

**Section 1 – Business Information:**

*This information is being collected to verify your business information with the Round 1 application.*

Business Name: \_\_\_\_\_

Is the person submitting the application the business owner? \_\_\_\_\_ Yes \_\_\_\_\_ No

Business Owner(s) Name(s): \_\_\_\_\_

Business Owner Phone Number: \_\_\_\_\_

Business Owner Email Address: \_\_\_\_\_

Contact information for the person submitting the application if not owner: \_\_\_\_\_

\_\_\_\_\_

Title of person submitting the application if not owner: \_\_\_\_\_

**Section 2 - Use of Funds:**

Amount of Grant Funding Requested: \_\_\_\_\_ \$5,000    \_\_\_\_\_ \$10,000\*

*\*Indicating a \$10,000 award here does not guarantee you will receive that amount.*

***Objectives:***

Please provide a thorough list of the objectives you wish to achieve using the ReConnected Grant funding. Answers that you provide can be concise or broad, but should summarize the results you wish to accomplish and, at the conclusion of the grant program, it should be clear whether or not the objective was met. These objectives will be used as guidelines in the scoping process for the grant agreement.

Specific expenditures relating to these objectives should be detailed in the following reimbursement breakdown section. As an example, if one of your desired objectives is to increase patronage by creating an outdoor dining option, then in the following section you must provide a breakdown of the expenses that will aid you in achieving that result. A summary of eligible expenditures is available [here](#) and on the final page of this document. Feel free to use additional pages as necessary.

- 1)
- 2)
- 3)
- 4)
- 5)
- 6)

**Reimbursement Breakdown:**

Using the space below, please indicate the proposed items or activities that your business seeks or will seek reimbursement for. Each of these items or activities should directly correlate with an objective above and be related to positioning your business for success in response to COVID-19. The total amount of eligible items or activities proposed must equal the amount of grant funding you are requesting. If you cannot provide an exact cost, please provide an estimate. During the payment request phase, you will be required to provide appropriate documentation of expenses. Please use additional pages as necessary.

<b>Proposed Item or Activity</b>	<b>Cost of Eligible Item or Activity</b>	<b>Eligibility Justification</b> (please include date item was purchased or intends to be purchased)
<b>Total Cost Proposed:</b>		

### **Section 3 - \$10,000 Application**

**Only complete this section if you are interested in applying for the \$10,000 grant.** Please note that this section of the application is required for the enhanced \$10,000 grant, but does not ensure that you will receive the \$10,000 award. Each answer should not exceed two paragraphs or 750 words. Please use additional pages as necessary.

- 1) Please describe your business and its impact on Fairfax City.
  
- 2) The standard ReConnected grant is \$5,000. What about your business qualifies you for the expanded \$10,000 grant and sets you apart from other similarly situated businesses?
  
- 3) What creative modification or programming will you establish using the proposed \$10,000 award and how will it help to position your business for recovery throughout the reopening phases? Examples of this may include, but are not limited to, new technologies to assist with business operations, events designed to increase consumer spending in your business, or a substantial change in work-place configuration.

### **Eligible Expenditures:**

- The purchase of new indoor, outdoor, or office furniture
  - Eligible expenses include, but are not limited to, the purchase of additional seating to account for outdoor dining
- The purchase of new equipment or furniture to assist with anticipated continued social distancing best practices
  - Eligible expenses include, but are not limited to, personal protective equipment (PPE) for employees and patrons and safety equipment such as plexiglass barriers
- The reconfiguration of work-place space in order to comply with reduced capacity/social distancing
- Increasing technological capacity to prepare for and implement social distancing requirements or normal business operations
  - Eligible expenses include, but are not limited to, equipment, supplies, and services related to technology to allow for virtual and socially distanced service delivery and/or work. Devices purchased must remain the property of the grant recipient and cannot be donated or given to clients. Contractor and labor costs associated with the upgrades (e.g., tech support contractors, installation, required training) are acceptable
- The additional cleaning of facilities or place of business
- Implementing COVID-19 related modifications to normal business operating models, if reasonably approved by the program manager during the scoping process
- Creating and implementing new marketing procedures or campaigns as a result of the COVID-19 crisis
- Retaining/supporting continued employment of employees
  - Up to 30% of the full grant amount awarded may include salary and wages, benefits, hazard pay, overtime, and other fringe benefits and costs for employees who were employed prior to March 1, 2020.
- Telecommunications utilities

### **Ineligible Expenditures:**

- Damages covered by insurance
- Reimbursement to donors for donated items or services
- Severance pay
- Workforce bonuses
- Legal settlements
- Rent and utilities other than telecommunications
- Construction, other than minor modifications necessary to meet public health safety recommendations