

Fairfax City ReConnected Grant Series 2 Program Q & A Updated 10.1.20

What is the difference between Series 1 and Series 2 of the ReConnected Grant?

There are a handful of minor differences between Series 1 and Series 2. However, they serve the same purpose: to reimburse Fairfax City small businesses for costs incurred during the COVID-19 pandemic. Below is a table that represents the differences in eligibility requirements as well as the timeline of both Series 1 and Series 2. There is no change to the list of eligible expenditures from Series 1 to Series 2. Furthermore, during Series 1 of the ReConnected Grant, applicants were able to request an enhanced \$5,000 award for a grant totaling \$10,000, **that option is not available during Series 2.**

Eligibility Requirements:

Series 1	Series 2
Must be located in Fairfax City with 30 or fewer full and full-time equivalent employees across all locations as of March 1, 2020	Must be located in Fairfax City with 50 or fewer full and full-time equivalent employees across all locations as of January 1, 2020 . Additionally, nonprofit applicants must have a minimum of 1 full or full-time equivalent employee
Have and maintain a valid Fairfax City Business, Professional and Occupational License (BPOL)	Have and maintain a valid Fairfax City Business, Professional and Occupational License (BPOL)
Have no outstanding tax obligations to Fairfax City or the Commonwealth	Have no outstanding tax obligations to Fairfax City or the Commonwealth
Must have been in operation before March 1, 2019 and remain in the City of Fairfax through December 30, 2020	Must have been in operation before January 1, 2020 and remain in the City of Fairfax through June 30, 2021
Must be able to prove the business' finances and/or operations were negatively impacted by COVID-19	Must be able to prove the business' finances and/or operations were negatively impacted by COVID-19

ReConnected Grant Timeline:

June 30 – July 15: **Series 1** application round 1 – qualification

July 21 – July 29: **Series 1** application round 2 – planning

August 1 – November 30: **Series 1** grant administration – scoping and reimbursement processing

October 5: **Series 2** application opens

November: **Series 2** grant administration – scoping

December 1: **Series 1** final payment request forms due

December 1: **Series 2** signed grant agreements due

January: **Series 2** grant administration – reimbursement processing

My business has existed since before January 1, 2020 but not with a Fairfax City Business, Occupational and Professional License (BPOL), am I eligible for the ReConnected Grant?

No, businesses must have been operating in Fairfax City with a Fairfax City BPOL to be eligible for this grant opportunity.

What is a full time equivalent employee?

Employee count is determined by the total number of permanent full-time employee positions plus full-time equivalent positions (FTEs) as of January 1, 2020. Employees are compensated staff.

- A permanent full-time employee is employed by the business for a minimum of 35 hours over a minimum of 48 weeks a year, or 1,680 hours per year. These employees often have standard fringe benefits paid by the business for the employee.
- Full-time equivalent positions (FTE) are often part-time, seasonal, or IRS-1099 contractor positions. These positions need to be converted into FTE positions based on one FTE equaling 1,680 hours per year. For example, if two part-time employees work a combined 1,680 hours per year, that is considered one full-time equivalent position.
- Self-employment as a sole proprietor or independent contractor is acceptable if it equals a minimum of 1,680 hours per year.
- Examples:
 - FTE = 1 employee working 1,680 hours in 2019
 - 1 FTE = 2 employees, working 840 hours each in 2019
 - 1 FTE = 10 employees, working 168 hours each in 2019

Am I eligible for the grant if I have stayed open for the duration of the State of Emergency?

Yes, the revenue eligibility portion of the ReConnected Grant is independent of whether or not a business was open during the State of Emergency. As long as a business can provide proof that there was a decrease in revenue from months prior to COVID-19 to months during COVID-19 they will be eligible under the revenue portion of the eligibility requirements.

I am a non-profit, am I eligible for the grant?

In Series 1 of the ReConnected Grant, no. However, non-profit entities are eligible for the ReConnected Grant during Series 2 as long as they employed at least 1 full or full-time equivalent employee as of January 1, 2020.

I'm not registered in Virginia as a Small, Women-Owned, and Minority-Owned Business (SWaM) – how do I know if I qualify?

The Commonwealth of Virginia runs a certification process called SWaM (Small, Women-Owned, and Minority-Owned) for these types of businesses to allow them to gain priority in funding opportunities. The Fairfax City EDA definitions of the aforementioned business types will similarly coincide with the definitions necessary to be SWaM certified. Those definitions are as follows:

- “Women-owned,” “Minority-Owned,” and “Veteran-owned” means a business that is at least 51% owned by one or more individuals within one of the categories and who are U.S citizens or legal resident aliens, or in the case of a corporation, partnership, LLC, or other entity, at least 51% of the equity ownership interest is owned by one or more individuals within one of the given categories and who are U.S citizens or legal resident aliens, and both the management and daily business operations are controlled by one or more women.

Why is rent not an eligible reimbursable expense?

Given that the funding availability is extremely limited, the City Council has made the difficult decision to not include rent as an eligible expense.

If my organization gets a grant, will it be taxable?

Yes, at the present time it is considered taxable and must be reported on your 2020 taxes.

Will the Fairfax City EDA publish the names of businesses that awarded grant funds?

Yes, after all businesses are chosen and notified, grant awards will be listed on the EDA website and the City (and EDA) will issue a press release announcing the recipients.

Do I have to do anything after I’m awarded a grant?

Yes, the Fairfax City ReConnected grant works on a reimbursement basis. That means that after you are notified of your award, you will be in contact with the program manager to begin the scoping process of the grant agreement. Following the scoping process is the reimbursement process where your business will be required to submit receipts of eligible expenditures.

What happens if there is more CARES Act funding given to the Fairfax City EDA for small business grants?

In the event that more grants are made available, the EDA will communicate guidelines for the next round of applications on our [website](#) and social media channels.

Are there other resources if my business is not awarded ReConnected Grant funds?

Yes! Please visit the Economic Development’s Authority’s website and [resource guide](#).