

# **Tarrant County ARPA/FRF Small Business Workforce Recovery Grant Program**

## **Program Outline**

### **Proposed Program Dates:**

Court Briefing – June 14, 2022

Program Open – July 11, 2022 at noon

Program Closes – August 31, 2022 at 5:00 p.m.

### **Program Overview:**

The Small Business Workforce Recovery Grant is designed to provide financial assistance to impacted small businesses whose workforce has been adversely affected by the COVID-19 pandemic. Funds awarded will aid in workforce recovery, retention, recruitment, training, and development.

### **Business Grant Eligibility:**

- Must be classified as an Impacted Industry as defined by the U.S. Treasury and adopted by Commissioners Court\*
- Must have had 50 or fewer employees as reported on Q1 2020 Form 941
- Must have been in business on or before 1/1/2020 and remain in business at time of application
- Must self-attest COVID-19 impact
- Must be physically located in Tarrant County
- Owners of multiple businesses are only eligible to apply for ONE business. All owners must be disclosed within the application. If a business owner submits applications for more than one business, only the first application submitted by the owner will be considered for funding.

### **Use of Grant Funds:**

Grant funds must be used to aid in workforce recovery, retention, recruitment, training, and development. Applicant will self-attest to the appropriate use of funds.

### **Required Documents:**

- 1<sup>st</sup> Quarter 2020 Form 941 (used for employee count\*\*)
- 1<sup>st</sup> Quarter 2022 Form 941
- U.S. Government Issued Identification for Owner
- Form W-9
- 2020 IRS Tax Return
- All required documentation must be uploaded and submitted with the application. Applications missing required documentation will be determined incomplete and ineligible for funding.

### **If qualifications are met and business is determined to be an Impacted Industry:**

- Base \$2,500 Workforce Stimulus Grant

**Additional Workforce Stimulus Grant:**

\$1,000 per employee based on 1<sup>st</sup> Quarter 2020 Form 941 up to \$25,000

*\* Independent contractors are considered to have 0 employees and are therefore capped at the base grant award amount of \$2,500*

**Maximum award:**

\$27,500

**Denial Process:**

IEM to send formal denial email to applicant with reason for denial

Appeal will be sent to the County Administrator's Office for review

\* The list of Impacted Industries is based on Tarrant County's COVID-19 Community Needs Assessment and the U.S. Treasury's Final Rule and attached hereto as Exhibit A. Ineligible businesses are attached hereto and listed as Exhibit B.

**Other notes:**

- Self-attestation of no lobbying with grant funds
- Include property tax delinquency language
- Include language that prohibits County employees and elected officials and their immediate family from applying
  - o Immediate Family includes spouse, parents, stepparents, foster parents, father-in-law, mother-in-law, children, stepchildren, foster children, sons-in-law, daughters-in-law, grandparents, grandchildren, brothers, sisters, brothers-in-law, sisters-in-law, aunts, uncles, nieces, and nephews.

## Exhibit A

### Impacted Industries

***The Small Business Workforce Recovery Grant is designed to provide financial assistance to impacted small businesses whose workforce has been adversely affected by the COVID-19 pandemic. Funds awarded will aid in workforce recovery, retention, recruitment, training, and development. To be eligible to apply for grant funds, a business must meet all eligibility requirements and fall into one of the industries listed below.***

- Tourism, Travel and Hospitality (travel services, hotels and motels, event and entertainment venues, sporting facilities, convention and visitors bureaus, outdoor plazas and markets)
- Non-Profit Service Providers
- Arts & Culture (theatre, dance, music, artists)
- Food Service (restaurants, caterers, bars, lounges, taverns, mobile food trucks, etc.)
- Construction and Landscaping (planning and services)
- Gym/Fitness
- Healthcare (acute, primary, and rehabilitation centers)
- Mortuary Services
- Manufacturing
- Personal Care Services (hair, tanning, and nail salons, barbers, estheticians, spas, massage, tattoo parlors, etc.)
- Retail stores that do not sell essential household goods

## **Exhibit B**

### **Ineligible Business Industries**

- Any business/industry not listed as an impacted industry.
- Childcare – Please click the link below to learn more about the Child Care Relief Fund: <https://www.twc.texas.gov/programs/child-care-relief-fund-frequently-asked-questions>
- Branch, regional or local business owned either in whole or in part by a national franchisor.
- Real Estate developers/Investors
- Governmental/taxing agencies/departments
- Hobby businesses as defined by federal law (activity not pursued for profit)
- Multi-level marketing concerns
- Gambling concerns, including Eight-liners, gaming rooms, casinos, racing operations or other activities whose purpose involve a form gambling
- Lobbying organizations and political organizations subject to Internal Revenue Code 527
- Sexually Oriented Businesses (live performances, product sales, items or materials)
- Businesses primarily engaged in lending, investments or to an otherwise eligible business engaged in financing or factoring.
- Pawn Shops, Pawn Broker, Secondhand Goods Dealer
- Bail Bond business
- Religious Organizations
- An individual who employs household employees such as nannies or housekeepers
- Concerns engaged in illegal activities under federal, state or local laws
- A business that is otherwise prohibited by federal or Texas law
- A business that is ineligible or precluded to receive federal or State of Texas funding due to federal laws or Texas laws