



TOWN OF CHARLESTOWN

TOWN OF CHARLESTOWN RI, CHARLESTOWN CHAMBER OF COMMERCE, CHARLESTOWN ECONOMIC IMPROVEMENT COMMISSION and the OCEAN COMMUNITY CHAMBER OF COMMERCE'S RI COVID Response Grant Program announce the availability of **ten (10) \$5,000** grants from the American Recovery Plan Act to assist Charlestown's small businesses with recovering from the recent global pandemic.

ELIGIBILITY REQUIREMENTS: Businesses and nonprofit organizations with proof of good standing with local, state and federal government. Private membership clubs not eligible to apply. Valid state permit, local license, and tangible assets of over \$5,000 are required. Those businesses or organizations that have previously received Town of Charlestown ARPA are not eligible to apply.

APPLICATION DUE DATE: FEBRUARY 1, 2023

Name of Business/Organization _____

Address _____

Property Owned Leased (name of building owner _____)

Year Business Established _____ (must be before September 30, 2021)

Business/Organization Type: Sole Proprietorship C Corporation Limited Liability Company

Partnership S Corporation Nonprofit Corp (501(c)3)

Business Owner _____

Address/Email/Phone _____

Veteran? _____ Minority Owned Business? _____ Woman Owned? _____ Disabled? _____

(Above information is required for Federal Government Reporting)

Please provide a written statement that explains how the COVID-19 public health emergency negatively impacted your business/organization **from March 3, 2021 – March 1, 2022** and provide backup for losses or reduction in revenue. (250 words or less).

Please describe how a \$5,000 grant will assist your business in the future. Please attach estimates for desired construction, equipment, improvements (landscaping, signage, etc.), information technology, past overdue/invoices/rent payments and/or projects. (250 words or less).

SUPPORTING APPLICATION MATERIALS:

A Sam Number is required. Available at sam.gov _____

- Please attach valid state business permits and local licenses
- Provide evidence the business/organization is in good standing with the RI Secretary of State's Office and Town of Charlestown's Assessors Office.
- Must provide proof of business loss from March 3, 2021 – March 1, 2022 (vs. March 3, 2019 – March 1, 2020.) 1099s, schedule C and first two pages of 1040 for sole proprietor, 990's (for nonprofits).
- Additional documentation such as Quickbooks or Square sales reports may be included.

Indicate COVID-19 related loans or grants that your business applied for and/or received and/or state reasons for denial/ineligibility.

I certify that the facts and representations set forth in this grant application are true and correct under the penalties of perjury. I hereby allow for the RI Covid Response Grant Program in conjunction with the Charlestown Chamber of Commerce and Ocean Chamber of Commerce to verify the information associated with this application.

Signature

Date

Winners will be announced April 15, 2023. ARPA business projects must be completed by December 2024 and evidence thereof submitted to OCCC. The ARPA federal grant must be declared as income with the IRS.

For questions regarding this application, please contact Lisa Konicki, President, Ocean Community Chamber of Commerce/ the RI Covid Response Grant Program at lkonicki@oceanchamber.org

PLEASE SUBMIT YOUR APPLICATION AND SUPPORTING MATERIALS BY 2/1/23 TO:

Town of Charlestown, ARPA Funds/Screening Committee, 4540 South County Trail,
Charlestown, RI 02813



**CHARLESTOWN
ECONOMIC
IMPROVEMENT
COMMISSION**

