



City of Newburgh Business Grant Program – Application 2023

Applicant/ Business Owner Name:							
Applicant/ Business Owner Address:							
Business Name:							
Business Address:							
Business Phone:					Email:		
Date the Business Began Operating:					***Number of Employees***:		
What industry sector are you in? Please provide the NAICS code					***Was your business subject to capacity reduction during the COVID-19 Pandemic***?		
Form of Ownership (select one):	S-Corp	C-Corp	LLC	Partnership	Sole Proprietor	Other:	
IRS EIN or ITIN or SSN#					***Is the business 51% or more minority, women, and/or veteran owned***:		
Provide a brief description of the business:							
Can you demonstrate a year-over-year business revenue loss on your 2020 or 2021 taxes?							
Describe how the business will use the funds if awarded (see guidelines):							
Describe the need and hardship faced by the business during the COVID 19 emergency and how this grant will mitigate those impacts.							

Question notated by an asterisk (*) correspond to scoring criteria. Please see the Guidelines for more details.**

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Please list all other Federal, State, and Local financial assistance that have been received since March 1, 2020, and the amount and date received:

SBA Paycheck Protection Program	
Economic Injury Disaster Loan Advance Grant	
Economic Injury Supplemental Targeted Advance Grant	
SBA Shuttered Venue Operators Grant	
NYS Small Business Seed Funding	
COVID-19 Capital Costs Tax Credit	
Tourism Return-to-Work Grant Program	
Meet in New York Grant	
Restaurant Resiliency Program Grant	
Restaurant Return-to-Work Tax Credit	
Rental or Utility Arrears Programs	
Other (Describe)	

Applicant Certification:

I certify that all information provided in this application is accurate and true to the best of my knowledge. False statements made herein are punishable as a Class A misdemeanor pursuant to Section 210.45 of the New York State Penal Law.

Applicant's Signature:	Date:

I certify that there is no pending civil or criminal litigation for either the business or its members

Applicant's Signature:	Date:

I certify that I have not received other federal, state, or local grant funding for the same costs requested in this grant application.

Applicant's Signature:	Date:

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I certify that myself nor my business faces any suspension or disbarment from use of federal funds.

Applicant's Signature:	Date:

I certify that the business is not a franchise, or that the franchise is not a subsidiary of a larger corporation.

Applicant's Signature:	Date:

I certify that that the following comprises all members, owners, and officers of the business applying for this grant:

Name:	Name:
Name:	Name:
Name:	Name:
Name:	Name:
Applicant's Signature:	Date:

I certify that I meet one or more of the following (initial the appropriate portion(s) and sign)

_____ Under Article 15-A of the New York State Executive Law, an MBE is a business enterprise in which at least 51% is owned, operated, and controlled by citizens or permanent resident aliens who are meeting the ethnic definitions listed below:

- Black: Persons having origins from any of the Black African racial groups.
- Hispanic: Persons of Mexican, Puerto Rican, Dominican, Cuban, Central or South American descent of either Native American or Latin American origin, regardless of race.
- Asian-Pacific: Persons having origins from the Far East, Southeast Asia or the Pacific Islands.
- Asian-Indian Subcontinent: Persons having origins from the Indian subcontinent.
- Native American or Alaskan Native: Persons having origins in any of the original peoples of North America.

_____ Under Article 15-A of the New York State Executive Law, a WBE is a business enterprise in which at least 51% is owned, operated, and controlled by citizens or permanent resident aliens who are women.

_____ A VBE is defined as: at least 51% of the business must be directly and unconditionally owned by one or more veteran(s) or service-disabled veteran(s) who have served in the U.S. Military.

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Applicant's Signature (if Applicable only):	Date:

I understand that this is a reimbursement grant and will not be reimbursed until all required documents submitted to the City of Newburgh are approved, and that acceptance of the grant may require agreeing to certain press or public relations activities.

Applicant's Signature:	Date:

State of _____)

)ss.:

County of _____)

On the ____ day of _____ in the year ____, before me, the undersigned notary public, personally appeared _____, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

_____ Notary Public

<i>City of Newburgh Use Only</i>	City of Newburgh Signature	Date
Application Approved:		
Application Denied (Provide Reason):		

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Application Packets must be delivered no later than 4pm, Friday July 28, 2023 to:

**City of Newburgh
Office of Planning and Development**

Mail to: 83 Broadway
Newburgh, NY 12550

Drop at: 123 Grand Street
Newburgh, NY 12550

Program Summary:

Businesses will submit receipts and other required program documentation to receive reimbursement up to \$10,000 as a one-time payment to recoup profits lost during COVID-19. See Business Grant Guidelines for full information.

Eligible:

- Be a for-profit business based within City of Newburgh limits;
- Have 50 or fewer employees;
- Be registered to do business in the State of New York;
- Be independently owned and operated and not be dominant in its field of operation;
- Have been operating in the City of Newburgh prior to March 15, 2020;
- Not be facing any pending litigation or legal action; Not have any business owners, including all managing members and/or officers, who have been convicted of financial crimes within the past three years;
- Not have received alternate federal, state, or local grant funding to cover the same costs and/or uses included in the application;
- Not be suspended or debarred from the use of federal funds;
- Not be a franchise, unless the franchise is not a subsidiary of a larger corporation

Required Documentation

The following documentation is required for every application.

- Grant Application Form, notarized
- Copy of IRS W-9 Tax Form
- Copies of tax returns for the three most recent completed fiscal years the business has been in operation
- Two most recent business account bank statements
- Revenue Summaries for each of the following years: 2019 (if in business), 2020, 2021, and 2022.
- Proof of payroll to verify employee numbers and wages
- All other financial documentation that provides clear evidence or proof of revenue loss due to the negative impact of COVID-19 on the business (e.g., audits for 2019 through 2021; copies of invoices demonstrating an increase in cost of operations since January 31, 2020; past-due mortgage/rent statements; past-due utility bills; copies of invoices or evidence of pandemic-related expense incurred;
- Copies of reimbursable costs per the Eligible Use of Funds, if available