



## **Lake Forest Urgent Need Small-Business Grant Program**

### **Frequently Asked Questions**

1. What is the amount of the grant?
  - Grants of up to \$1,000 will be available for reimbursement of personal protective equipment ("PPE") and/or utility bills.
2. When can I apply?
  - The application will be available online beginning Monday, October 19, 2020 at 9:00 a.m. at <https://lakeforestbusiness.com/390/COVID-19-Relief-Small-Business-Grant-Pro> Applications must be submitted by November 2, 2020 at 5:00 p.m.
3. I operate a home-based business, can I apply?
  - No: Businesses must be physically located within the City in a commercial, industrial, or office structure (not a home-based business).
4. Do I have to meet all of the requirements to demonstrate my business was negatively affected by the Covid-19 pandemic?
  - Businesses must meet at least ONE of the four criteria listed on the grant application.
5. If I received other grants or loans can I still apply?
  - Yes, as long as the applicant does not apply for reimbursement of the same costs that they used the other grant/loan money for. For example, if the County's grant was used to pay for a March utility bill, the applicant could not use the City's grant also for reimbursement of their March utility bill.
6. How far back can I submit receipts for?
  - The grant be used only for reimbursement of utility or PPE costs incurred after February 15, 2020.
7. If my business is still closed can I still apply?
  - At this time, this grant is available only to businesses that have reopened in some capacity.
8. What if I don't have all the needed documents?
  - Please contact Orange County Small Business Development Center (SBDC) at 1-800-616-7232 or online at [ociesmallbusiness.org](http://ociesmallbusiness.org) so they can assist you in gathering the necessary documents you may need and any application questions.
9. How will grant recipients be selected?
  - Once the application period has closed, grants will be selected through a randomized selection process that will be made public. This is not a first come first served process.