



# MICROENTERPRISE STABILIZATION GRANTS

TOWN OF WESTERLY DEPARTMENT OF DEVELOPMENT SERVICES

## ARE YOU A LOW-INCOME BUSINESS OWNER WITH LESS THAN 5 EMPLOYEES? HAS YOUR BUSINESS BEEN NEGATIVELY IMPACTED BY COVID-19?

The Town of Westerly, in partnership with Local Initiatives Support Corporation and with federal funding provided by the RI Office of Housing and Community Development and the US Department of Housing and Urban Development, is accepting applications for Microenterprise Stabilization (MicroE) Grants.

### HOW MUCH IS AVAILABLE?

The MicroE program is offering a limited number of one time, lump sum grants of \$5,000 to qualifying microenterprises on a first come, first serve basis beginning May 6, 2020. Awarded funds must be used for working capital to cover payroll, rent, utilities, and similar business costs.

### DO I QUALIFY?

The criteria for the MicroE program is established by the federal and state governments. It is intended to make federal funds as accessible as possible to microenterprises. While a full list is provided on the next page, here are some of the basics:

#### Business Criteria

- Business must be physically located in the Town of Westerly
- Business must have 5 or fewer employees, including owner(s)
- Business must have ability to document a \$1,000+ loss of income due to COVID-19

#### Business Owner Criteria

- Owner's family income must be at or below 80% of the area median income where residing
- Owner must reside in Rhode Island, Connecticut, or Massachusetts
- Owner must be able to provide valid Photo ID
- Owner must be able to provide 2019 or 2018 tax documents

**For complete program guidelines and application materials, please visit**

**[westerlyri.gov/MicroE](http://westerlyri.gov/MicroE)**

**ELIGIBLE USES OF FUNDS**

Funds may be used for working capital to cover business costs, such as rent, staffing, and utilities. Funds may not be used for major equipment purchases, purchase of real property, construction activities, business expansion, lobbying, repayment of SBA PPP and/or EIDL loans, or duplicative payments intended to be covered by SBA PPP and/or EIDL loans.

**ELIGIBILITY CRITERIA**

1. Business must have a physical establishment in the Town of Westerly
2. Business must be a commercial enterprise that has between one (1) and five (5) employees, one or more of whom owns the enterprise.
3. Business must be able to document a loss of income of at least \$1,000 due to the COVID-19 pandemic
4. Business owner(s) must be a resident of Rhode Island, Connecticut, or Massachusetts.
5. Business owner’s annual gross family income cannot exceed the applicable threshold below (based on family size and the city or town where business owner lives, not where business is located):

FY2020 Low/Moderate Income (80%) Limits by Family Size								
City/Town of Residence	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
Westerly, Hopkinton, New Shoreham	\$50,050	\$57,200	\$64,350	\$71,500	\$77,250	\$82,950	\$88,700	\$94,400
Newport, Middletown, Portsmouth	\$54,950	\$62,800	\$70,650	\$78,500	\$84,800	\$91,100	\$97,350	\$103,650
All other RI communities	\$48,750	\$55,700	\$62,650	\$69,600	\$75,200	\$80,750	\$86,350	\$91,900
Groton, North Stonington, Stonington	\$54,950	\$62,800	\$70,650	\$78,500	\$84,800	\$91,100	\$97,350	\$103,650
All other CT and MA communities	Please speak to local point of contact for assistance.							

6. Business must be a for-profit entity (including sole proprietorships, partnerships, corporations, or LLCs)
7. Business must provide goods or services to multiple clients or customers
8. Business must be current on all State and Town taxes due through March 1, 2020
9. Business must be current on all applicable state licenses and registrations
10. Business must not be a party to any litigation involving the State of Rhode Island or Town of Westerly
11. Business must have been established prior to January 1, 2020
12. Business must have an annual gross revenue greater than \$25,000
13. Business must not be any of the following:
  - cannabis-related,
  - real estate rentals/sales,
  - home-based with no employees,
  - owned by persons under the age of 18,
  - franchise or chain,
  - liquor store,
  - weapons/firearms dealer,
  - lobbyist,
  - person(s) operating as independent consultants/contractors and providing services to a single entity,
  - home-based and restricted to patrons below the age of 18;
  - owned by students aged 18 or older, unless the student/owner is the sole means of financial support for her/his/their other family members

**DOCUMENTS REQUIRED**

- A valid Driver’s License or State-issued Photo ID
- Personal tax returns for all adults filing separately (2018 or 2019)
- Business tax returns (2018 or 2019)
- Copies of payrolls for most recent pay period and pay period ending on/before March 7, 2020
- Copies of receipts for impacted period in 2020 (e.g. March), and same period in 2018, 2019