



Supervisor Andrew Do Orange County District 1 Grant Program

The Orange County District 1 Grant Program (provisions funds from the Federal CARES Act) is aimed at assisting eligible small businesses (including, home-based business and independent contractors) and non-profits within Cities and Unincorporated County areas of the First District of Orange County:

- Santa Ana
- Garden Grove
- Westminster
- Midway City
- Fountain Valley (businesses North of Warner Avenue)

Business applicants must have been affected by COVID-19. Funding will be allocated throughout the district in the form of \$10,000 grants. Grants will be awarded on a randomized computer-based selection process. All small business grant awardees are required to spend grant funds on eligible expenses and document paid expenses with proof of receipts. Businesses are also asked to spend their award on other local businesses and services, when they have the ability.

By creating a free account on this portal, you will be able to participate in the Orange County District 1 Grant Program. By submitting an application, if you are deemed eligible, you will be entered into the randomized computer-based selection and once the program closes, you will receive an update on your status through this portal and via email. If selected as a grantee, the portal will be used for notifications and submission of remaining grant-required documents.

The following are eligible* expenses for use of funds:

- Rent
- Payroll
- Utilities
- Insurance
- Accounts payable
- Personal Protective Equipment (PPE)
- Inventory
- Office Supplies
- Professional Services (i.e. accounting, janitorial)
- COVID-19 control measures

To complete the application and be entered into the randomized computer-based selection process, applicants will be required to submit a "Planned Use of Funds List" in which they must allocate the \$10,000 grant to one or more of the above expenses. A template will be provided.



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Stages of the Application, Grant Award Process & Timeline:

1. Application (June 26-July 31st, 2020, no later than 5pm PST)
2. Required Material Upload (June 26-July 31st, 2020, no later than 5pm PST)
 - Bank Statements April 2019
 - Bank Statements April 2020
 - Employee list (pre-COVID19 list as of February 29, 2020 [use template provided])
 - Employee list post-COVID19 list as of April 29, 2020 [use template provided]
 - Planned use of eligible funds* list [use template provided]
3. Optional (to verify location of business in D1)
 - City Business License/Business Tax ID
 - Most Recent Utility Bill
 - Invoice from the past 12 months (for independent contractors only)
4. Authorization/Approval for Entry into randomized computer-based selection process (June 26-July 31st, 2020)
5. Randomized Computer-Based Selections (August 1st, 2020)
6. Award Notification, Grant Agreement Completion/Signatures and required material upload (August 1st - December 31st, 2020)
 - W-9
 - ACH for direct deposit
 - Drivers License or other form of identification
7. Grant Funding Distributed (August 10th - December 31st, 2020)