



## Business Relief Grant Fact Sheet

Kittson County will offer a business and nonprofit relief grant program to support local businesses and nonprofits impacted by COVID-19. Applicants impacted directly or indirectly as a result of Executive Order 20-99 (EO 20-99) will be prioritized first in review. Directly impacted is defined as a business that was forced to close or reduce occupancy due to EO 20-99. Indirectly impacted is defined as a business that primarily derives income from sales of goods and services to businesses closed as a result of EO 20-99.

Applicants that did not receive additional Federal or State funding will receive priority in the grant review process. In the event funds remain, all other applicants will be reviewed for eligibility based upon demonstrated economic impact from the pandemic. Applications are due by **February 26, 2021** at 4:30 PM. Grants will be awarded by **March 15, 2021**; award amounts will be distributed by **April 1, 2021**.

### Eligibility Criteria

- The applicant is located within Kittson County.
- The applicant is in good standing with the Minnesota Secretary of State.
- The applicant was impacted by an executive order related to the COVID-19 pandemic.
- The applicant is a for-profit business or a nonprofit arts organization, museum, or fitness center that earns revenue similar to businesses (e.g. ticket sales or membership fees).

### Acceptable Uses of Grant Funds

Acceptable uses of grant funds are limited to those uses outlined by the [State of Minnesota](#). Business owners receiving grant funds must sign an agreement acknowledging that the business will use the grant funds only for eligible expenses not already covered by other grant funds and agreeing to provide a report to the County on the use of the grant funds within 60 days of receiving grant funds and permitting the County to have access to the information necessary to meet reporting requirements. The County may require business owners to provide proof that grant funds were used only for eligible costs and expenses.

Any funds improperly spent may be recouped by the state and federal government from the County as a pass-through entity. Accordingly, any funds improperly spent by a sub-recipient may also be recouped by the County within 60 days of Commissioner of Revenue certification that funds must be repaid.

### Application Process

Applicants must complete and submit the Kittson County Business Relief Grant Program Application and supporting documentation to the County Administrator's Office at the address below or by email at [dhayes@co.kittson.mn.us](mailto:dhayes@co.kittson.mn.us).

County Administrator  
410 5<sup>th</sup> Street South, Suite 208  
Hallock, MN 56728

Applications will be reviewed and recommended for approval by the County Business Relief Grant Committee. The County retains the final authority to determine eligibility and award amounts; the maximum award amount is \$15,000.