



Non-Profit & Business Support Organizations COVID-19 Recovery Grant Program

The Town of Ashland is pleased to offer non-profit organizations and business support organizations with a primary presence located within the corporate limits of the Town the opportunity to apply for a COVID-19 recovery grant. The purpose of the grant program is to assist non-profit organizations and business support organization that have been negatively impacted by the COVID-19 pandemic in meeting their mission. This program will be administered by Town staff.

Background:

The coronavirus disease (COVID-19) pandemic has negatively impacted the Ashland community beyond any other event in recent history. This impact is especially realized by the non-profit and business communities as evidenced by a loss of revenue and the increased cost to operate in an environment of a highly communicable disease.

Grants of \$10,000 will be awarded to the first 10 applicants that qualify, but if more than 10 applications are received grants will be prorated based on the sliding scale in attachment A. If more than 20 applications are received all qualifying applicants will be entered into a random drawing for one of twenty (20) \$5,000 grants.

Selection: The Town of Ashland will accept applications for the non-profit support COVID-19 recovery grant until September 30, 2020. Awardees will be determined October 5, 2020, and grant funds will be mailed no later than October 15, 2020. Qualified non-profit (501c3 designation) and business support organizations should thoroughly fill out the application and submit as early as possible to allow staff adequate time to review and provide feedback.

The two primary criteria used to determine eligibility will be: 1. Whether the organization is located in and serves the Ashland community, and 2. The extent to which the organization has realized a negative impact to its operations. See the Project Checklist at the end of this document.

Guidelines:

1. Non-profit and business support organizations must be located within the Town of Ashland's corporate limits. For those non-profits required to collect Town taxes, applicants must be current on all Town taxes as of September 1, 2020. The applicant may be a board member or director.
2. Non-profits must be organized as a 501(c)3 with the IRS and be in the business of providing programmatic support to Ashland residents. Simply designation is not sufficient to warrant eligibility. For example, a church may be organized as a 501(c)3, but that alone does not make it eligible for funding. Specific community services must be provided similar to that of the Hanover Interfaith Free Clinics organized by St. James the Less, Ashland Christian Church, and Shiloh Baptist Church.
3. Grants are intended to support non-profit and business support organizations that have been negatively impacted by the COVID-19 pandemic. This can be demonstrated by comparing revenues, donations, activities or other quantifiable information during a timeframe that includes the current pandemic to the same timeframe in 2019.
4. The completed application must be submitted to mreynal@ashlandva.gov. Applications received by September 24, 2020, will be reviewed by the Town's designated grant reviewers for completion, and any errors or omissions will be communicated to the applicant. Any changes made to the application must be submitted by September 30, 2020.
5. Grants of \$10,000 will be awarded to the first 10 applicants that qualify, but if more than 10 applications are received grants will be prorated based on the sliding scale in attachment A. If more than 20 applications are received all qualifying applicants will be entered into a random drawing for one of twenty (20) \$5,000 grants. Organizations may only receive one grant from this program. The awardees' funds will be mailed no later than October 15, 2020.
6. The Town reserves the right to adjust the program and its funding at its discretion.

Program Checklist:

Is the organization located in and serves the Ashland community?

Has the organization realized a negative impact to its operations due to the COVID-19 pandemic, as evidenced by a loss of revenue, donations, activities, or other quantifiable measure, relative to its 2019 operations?

Non-profit Organization: Provide a current registration with the State Corporation Commission and a copy of the organization's IRS 990 filing for 2019.

Business Support Organization: Provide a current business license to operate in the Town of Ashland (if applicable), a current registration with the State Corporation Commission, and a copy of the organization's IRS tax filing for 2019.

ATTACHMENT A

Total Town Funding Available: \$100,000

<u>Number of Qualified Applications</u>		<u>Individual Grant Award</u>
Up to 10	\$	10,000.00
11	\$	9,090.91
12	\$	8,333.33
13	\$	7,692.31
14	\$	7,142.86
15	\$	6,666.67
16	\$	6,250.00
17	\$	5,882.35
18	\$	5,555.56
19	\$	5,263.16
20	\$	5,000.00

*If more than 20 applications are received the Town will conduct a lottery for the 20 grant awards.