



## COVID-19 Emergency Grant Program Application

### **1. Applicant Information**

Contact Name(s): \_\_\_\_\_

Name of Business: \_\_\_\_\_

Business Address: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

### **2. Business Information**

Average Monthly Revenue: \_\_\_\_\_ Average Monthly Expenses: \_\_\_\_\_ OWN  RENT

Are you the owner-operator of the business submitting this application? YES  NO

Do you sublet or charge booth/vendor space within your business? YES  NO

If YES, are you currently collecting these payments? YES  NO

Do you rent or lease space/booth in a facility or business providing retail or personal services? YES  NO

If YES, are you currently required to submit these payments? YES  NO

How would your business intend to use the LEDC Grant Fund: \_\_\_\_\_

Number of Years in Business: \_\_\_\_\_ Number of Years at Current Location: \_\_\_\_\_

Number of Full-Time Employees: \_\_\_\_\_ Number of Part-Time or Seasonal Employees: \_\_\_\_\_

### **3. Commitment**

I agree to adhere to the COVID-19 Emergency Grant Program eligibility guidelines as established by the Lampasas Economic Development Corporation.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

Please return this application to the Lampasas Economic Development Corporation. Submissions by email are preferred ([mandy@cityoflampasas.com](mailto:mandy@cityoflampasas.com)), but hard copies will be accepted via the drive-through window at City Hall, 312 E. Third St. Please note that our lobby is currently closed to the public, but if you wish to set up an appointment, please call (512)-556-6831 or email [mandy@cityoflampasas.com](mailto:mandy@cityoflampasas.com).

*The Lampasas Economic Development Corporation is a Type B Corporation formed under the authority granted in Chapter 505 of the Texas Local Government Code to promote business development. In accordance with Section 552 of the Texas Government Code (Public Information Act), information and documents related to this application may be subject to disclosure.*



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### **PURPOSE**

The Lampasas Economic Development Corporation (LEDC) is implementing a COVID-19 Emergency Grant Program to provide assistance to local businesses suffering from financial impacts related to the COVID-19 (coronavirus) pandemic pursuant to the authority of the EDC under Sec. 505.103, Texas Local Government Code and the EDC Board's intent to financially assist local businesses during this local disaster.

The purpose of this program is to provide working capital for personnel costs, rent, utilities, business-related expenditures, etc. for existing (brick-and-mortar) small businesses within the city of Lampasas, Texas. The EDC will award grant funding UP TO \$3,000 maximum amount. The application period for this grant will remain open until September 30, 2020; until funding has been exhausted; or until the EDC determines that program goals have been satisfied.

### **ELIGIBILITY**

In order to qualify for funding under this program, the applicant must meet all of the following criteria:

- The business must have a physical location (brick-and-mortar; not solely a home-based business or online sales) located in the corporate city limits of Lampasas. This also includes businesses with sole proprietors that provide retail and/or personal services and rent or lease space within a business location.
- Any funding provided by the LEDC must be used solely for operating expenditures for the business located at the address provided in the application and may not be used for personal or other business needs.
- The need for funds must be a result of the closure or limitation of the business operations due to the COVID-19 pandemic.
- Proof of applicant's ownership of the business, or proof that the owner of such business has approved the application for grant funds, shall be required.
- There is a limit of one grant per applicant.
- The LEDC review committee is the sole and final authority in determining eligibility for funding.

If you have questions, or for assistance with your application, please contact Mandy Walsh at (512)-556-6831 or [mandy@cityoflampasas.com](mailto:mandy@cityoflampasas.com).

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