

# REQUEST FOR APPLICATIONS



City of Akron  
Small Business Relief  
Program  
American Rescue Plan

July 29, 2022



Daniel Horrigan, Mayor

CITY OF AKRON, OHIO | MAYOR'S OFFICE OF INTEGRATED DEVELOPMENT  
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# BACKGROUND

The City of Akron, Ohio (the “City”) will invest \$1 million in small businesses as part of \$3.5 million dedicated from the City’s American Rescue Plan Act (ARPA) funds to support business owners. This one-time grant places an emphasis on small businesses that have been negatively impacted by the COVID-19 pandemic.

All applications will be accepted through September 2, 2022; an online application will launch on August 15, 2022.

## Purpose

The purpose and intent of the grant is to provide assistance to small businesses to keep their doors open, protect local jobs threatened by the COVID-19 pandemic, and increase the resiliency of local businesses within the City, particularly in geographic areas where the pandemic resulted in disproportionate economic outcomes.

The intent is that Akron-based small businesses will have the opportunity to apply for cash assistance to help mitigate the threat to business continuity due to increased supply chain costs and lost revenue associated with COVID-19.

## Funds Available

The grants are a single grant available at \$10,000 for companies with no less than two (2) and less than or equal to fifty (50) full-time equivalent employees. The City of Akron set aside a total of \$1 million for grants and the source of the funds are from the City’s American Rescue Plan Act (ARPA).

## Program Timeline

Request for Applications Announced  
Final Due Date for Applications  
Grant Award Announcements

August 15, 2022  
September 2, 2022  
October 2022

# PROGRAM ELIGIBILITY

In order to receive funding, the business must meet the following requirements for eligibility for this program. The business must be:

### **An established business in good standing with appropriate qualifications.**

- A legally established for-profit business;



- Any business that is not a sole proprietorship or partnership must be registered with the Ohio Secretary of State;
- Any business operating with a trade name must have that trade name registered with the Ohio Secretary of State
- The business must be in possession of any required business licenses or permits for the business type in the City of Akron.
- The business must be current with income tax and property tax obligations for the business with the City of Akron and County of Summit.
- The business must have been in operation on or before January 1, 2020;
- The business's core revenues should not be derived from or associated with the gambling, cannabis, or adult entertainment industries;
- The business must not be primarily engaged in the generation of revenue as passive activity as defined by the IRS for income purposes

**Located in the City of Akron.**

The business' primary location must be in the City of Akron with the majority its employees and/or revenue concentrated within the boundaries of the City of Akron and located within a Qualified Census Tract (see below for link to tool to identify if your business is located in a Qualified Census Tract).

**An employer of 2 to 50 full-time equivalent employees with less than \$5 million in annual revenue.**

- Have two (2) or more and no more than fifty (50) full time equivalent workers on payroll (including full-time or part-time employees, and owners actively working in the business) working from the business location(s) tied to the application as of the time of submission.
- Have earned less than \$5 million in annual revenue in its most recent completed fiscal year.

**Able to demonstrate economic hardship.**

- Applicants must describe the negative business impact of the COVID-19 pandemic and/or related health restrictions and orders. Be specific in describing the economic impact on business operations, revenues, expenses, employment or income.
- The business must be located within one of Akron's Qualified Census Tracts (QCT). Use this link to determine if your business location qualifies – <https://bit.ly/2UAGTOh>.

**And, the business must submit a fully completed application**

- A complete application must be submitted by an authorized representative of the business.



- ❑ A complete form W-9 must be provided for the business applying. The business name, address, and Taxpayer Identification Number must match the application
- ❑ A current IRS form 941 verifying the number of employees and amount of wages paid for the most recent reporting period must be provided.
- ❑ Any additional tax or business documentation requested as a part of the application or in response to follow up inquiries must be provided.

## **Use of Funding & Restrictions**

If selected to receive an award, potential recipients must complete a grant award agreement that will require attestation to the truthfulness of the facts included in their application and their intention for the use of funds provided by the program.

Grant recipients must agree to use the grant funds for business related expenses for the applicant business which could include, but are not limited to: rent or mortgage costs for the business location; payroll and benefits; utility costs for the business location; investments to meet reopening safety guidelines, such as purchasing Personal Protective Equipment (PPE) and other workplace improvements directly related to mitigating the spread of COVID-19; remote access equipment and connectivity, such as computers, software, printers, and/or online meeting platforms for employers to enhance social distancing; and/or, technology that enables businesses to develop and manage service/product delivery to enhance social distancing.

Recipients will agree to not use grant funding for the following types of non-business related expenses, including but not limited to: paying off non-business debt, such as personal credit cards for purchases not associated with the business; personal expenses such as buying a new family car or making repairs to a residence or property not defined as the core business location for the applicant business; purchase of personal items; drugs, tobacco, and/or alcohol; food and entertainment not related to business development; employee or owner bonuses; travel not associated with direct business operations; or, political expenditures.

## **Application Process & Requirements**

A completed application must be completed by the business owner or authorized representative using the online application portal at [www.greaterakronchamber.org/AkronGrant](http://www.greaterakronchamber.org/AkronGrant). Should a business be unable to use the online portal, the business may request a paper application by calling the program administrator, the Greater Akron Chamber, at (330) 237-1219 or by emailing [AkronGrant@greaterakronchamber.org](mailto:AkronGrant@greaterakronchamber.org).



Once the application deadline has closed, the program administrator will endeavor to review and score all applications within 30 days. However, unforeseen circumstances could delay final decisions and fund distribution.

All grants will be awarded in the form of a check and mailed to the address in the application following final approval. All distribution decisions and allocations will be at the discretion of the program administrator and in accord with the administrator's interpretation of the City of Akron's intent for the program. There will be no appeals related to grant decisions made by the administrator.

If the grant program becomes oversubscribed, the following applicants will be prioritized based on the level of receipt of prior CARES assistance funding with priority given to those not receiving funds in prior grant programs and those businesses that are qualified as a minority owned or disadvantaged business based on demographic data provided on the application.

### **Program Administrator Contact**

This grant program will be administered on behalf of the City of Akron by the Greater Akron Chamber. All program inquiries and communications should be made with the Greater Akron Chamber at its dedicated email for the program ([AkronGrant@GreaterAkronChamber.org](mailto:AkronGrant@GreaterAkronChamber.org)); the program information line at (330) 237-1219; or, via delivered mail at 388 South Main Street, Akron, OH 44311





# OUR TEAM

## OFFICE OF INTEGRATED DEVELOPMENT

The City of Akron Office of Integrated Development is committed to co-creating, with residents and businesses, a community that is healthy, equitable, beautiful, and resilient.

Our team does this with clarity of process, transparent communications, data-driven strategy, and a culture of learning and creativity.

Our goal is to embrace Akron's history and steward that legacy.



**Daniel Horrigan**

MAYOR



**Sean Vollman**

DEPUTY MAYOR  
FOR INTEGRATED  
DEVELOPMENT



**Catey Breck**

DIRECTOR OF  
STRATEGIC  
DEVELOPMENT



**Jason Segedy**

DIRECTOR OF  
PLANNING AND  
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**Samuel DeShazor**

DIRECTOR OF  
BUSINESS  
RETENTION AND  
EXPANSION