



## CITY OF THORNE BAY

P.O. BOX 19110  
THORNE BAY, ALASKA 99919  
(907) 828-3380  
FAX (907) 828-3374  
[www.thornebay-ak.gov](http://www.thornebay-ak.gov)

### **City of Thorne Bay Grant Application To Benefit Small Businesses and Non-Profit Organizations**

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The City of Thorne Bay is receiving relief funding from the State of Alaska CARES program to help mitigate the effects of COVID 19. Each municipality is receiving funding based on population.

A portion of the funds will be available as grants to small businesses and non-profits in Thorne Bay that have been impacted by the pandemic. As grant money, these funds will not need to be paid back.

The funds are not intended to provide extensive support, however they will provide some relief for weathering economic conditions that may last a much longer time than the close of this supplemental funding (Dec. 30, 2020). The City will provide other resources for businesses and non-profits to pursue additional funding as information becomes available. (Please check our website – [www.thornebay-ak.gov](http://www.thornebay-ak.gov))

#### **Allowable costs for these funds must be documented:**

- Payroll
- Rent
- Utilities

**WARNING:** If a small business applies for and receives money from the City of Thorne Bay CARES grant program, then the business will NOT be eligible for the other much more comprehensive government programs such as the Payroll Protection Plan, EIDL or the Credit Union 1 grants.

**It is in your best interests to pursue these other funds first because the amount of funding is so much bigger.** If your business has already received money from one of these programs, you can still be eligible for The City of Thorne Bay's CARES grant. Also, if your business is waiting for funds from one of these other programs, the city can retain funding from this application and disburse it to you after you have received relief money from one of the other programs. The City can retain the funding no later than October 1<sup>st</sup>.

Please contact Priscilla Goulding for more information or questions – 907-321-5462 or email [gouldingpri2020@gmail.com](mailto:gouldingpri2020@gmail.com)

- 1) The application process will be open until July 10th to allow all applicants time to complete and submit applications. Paper applications will be accepted via mail to:

The City of Thorne Bay  
P.O. BOX 19110  
Thorne Bay, AK 99919

Email: [gouldingpri2020@gmail.com](mailto:gouldingpri2020@gmail.com)

In person:

Thorne Bay City Hall  
120 Freeman Drive  
Thorne Bay, AK 99919

Applications must be submitted by 4PM on **July 10**. Only complete applications will be considered – W9 REQUIRED with application.

- 2) Businesses must have paid city sales tax for the last calendar year (2019).
- 3) Nonprofit organizations must have been established by December 2018.
- 4) Applicants will be notified by preferred contact (email or phone) when their applications have been received.
- 5) All qualified applicants will receive a set amount of funding figured by a percentage of the amount of sales tax paid to the city 2019, or in the case of non-profits a flat amount. This is not a competitive process. The grant award will be determined based on the number of applications received.
- 6) The grantee will be required to submit a final report to the City by November 15, 2020 detailing how funds were used. Use of funds must comply with allowable expenses.
- 7) Grantee will be required to submit a W9 along with this application PRIOR to receiving funds.
- 8) All business information will be kept strictly confidential and will not be shared or used for any purpose other than evaluation of the grant award.
- 9) For more information, contact Priscilla Goulding, contracted COVID 19 Response and Crisis Preparedness grants manager at [gouldingpri2020@gmail.com](mailto:gouldingpri2020@gmail.com) or 907-321-5462



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### THORNE BAY SMALL BUSINESS CARES FUNDING GRANT APPLICATION

Name of business or nonprofit organization: \_\_\_\_\_

Name of contact: \_\_\_\_\_

Contact telephone: \_\_\_\_\_ Contact email: \_\_\_\_\_

Address of business or nonprofit: \_\_\_\_\_

**Type of business:**  Sole proprietorship  Partnership  LLC  S Corporation  C Corporation  
 nonprofit corporation  other, please list: \_\_\_\_\_

**If your organization is a nonprofit, check which type:**

- 501(c)(3) Charitable Organization
- 501(c)(5) Labor, Agricultural, or Horticultural Organization
- 501(c)(6) Trade/Professional Organization
- 501(c)(19) or (23) Veterans Organization
- Other, please list: \_\_\_\_\_

**IRS Employer Identification Number:** \_\_\_\_\_

*Sole proprietors may provide a Social Security Number OR Individual Tax Identification Number (whichever your business uses)*

**If your organization is a business, list all individuals\* and organizations that own 50% or more:**

Name: \_\_\_\_\_

Name: \_\_\_\_\_

# THORNE BAY SMALL BUSINESS CARES FUNDING GRANT APPLICATION

1. Does your business/nonprofit have a physical location in the city limits of Thorne Bay?

*(This could be an office, store, restaurant, food truck, farmers market stand, home-based business or space that depends on foot traffic).*

Yes

No

2. What type of business do you operate?

Non-essential public facing business (i.e. bookkeeper)

Retail business

Restaurant

Non-essential non-public facing business (i.e. engineer, road work)

Fishing charters

Lodging

Other -Please specify.

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3. Did your business close as a result of COVID 19?

Yes

No

4. If open, how have you modified operations?

Restricted access

Utilized protective equipment

Take-out and delivery only

Curbside service

Appointment only

On-line business only

Other (please explain)

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5. How has your business/nonprofit been harmed by the COVID-19 pandemic? Check all that apply:

Full or partial closure due to city or state emergency order

- Forced to lay off or not pay one or more employees
  - A loss of monthly revenue of 25% or more
  - Probable closure if we do not get federal or state assistance
  - Other. Please explain
- 

5a Are your losses related to the COVID-19 pandemic?

- Yes
- No\*

6. Does the nonprofit, business, or a listed owner have an outstanding judgment, tax liens, pending or threatened bankruptcy proceedings, pending or threatened lawsuits against them, or criminal proceedings?

- Yes
- No.

If yes, please explain. \* \_\_\_\_\_

7. Is the organization, business, or a listed owner delinquent on any federal, state, or local taxes or assessments, direct or guaranteed loans, leases, contracts, grants, child support payments, or any other obligations?

- Yes
- No.

If yes, please explain. \* \_\_\_\_\_

8. Does any owner, owner's spouse, or household member work for or serve in an official capacity for local or state government?

- Yes
- No.

If yes, please explain. \* \_\_\_\_\_

9. Is your business restricted to patrons over age 18 or 21?

- Yes
- No

For example, liquor store, bar, smoke shop, marijuana dispensary, and adult entertainment

10. Nonprofits only, please confirm that your organization:

- Is directed by a volunteer board or local advisory board with a majority of members who are Alaska residents
- Has provided aid or services in Thorne Bay during 2019
- Issued an IRS determination letter of nonprofit status in 2019 or earlier

**DISCLAIMERS \* Please confirm your understanding of these disclaimers** Yes No

- Application for the grant DOES NOT GUARANTEE award of funding.
- The total amount awarded will be based on funds available.
- All businesses receiving funding MUST complete a W-9 prior to receipt of funding.
- It is the sole responsibility of the applicant to determine or to seek independent advice to determine the tax implications to the grant funds received by the applicant.

**CERTIFICATION \***

As an official signer for my nonprofit/business, I certify that all of the information provided in this application is true and accurate. I am agreeing to assist in the verification of information provided in this application and to provide additional information, if requested.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_