

OAK PARK BUSINESS AND NON-PROFIT CORONAVIRUS RECOVERY (BNPCR) GRANT PROGRAM
Funded with American Rescue Plan Act Resources

GUIDELINES

Small businesses and non-profits faced significant challenges in covering mortgages and/or rent, as well as other operating costs, as a result of the COVID-19 public health emergency and the measures taken to contain the spread of the virus. The federal government's American Rescue Plan Act funding allows local governments to assist small businesses and non-profit organizations to help mitigate the financial hardship resulting from the COVID-19 public health emergency.

To help support Oak Park small businesses and 501(c)(3) non-profits, the Village of Oak Park ("Village") has created a Business and Non-Profits Coronavirus Recovery Grant Program ("Program") utilizing a total of \$550,000 in federal American Rescue Plan Act funds. Funds under the Program will be distributed as outlined below:

1. The Village will make \$300,000 available to assist small, licensed Oak Park businesses to pay off past-due rent or mortgage payments. The Village will provide up to \$5,000 to a licensed, small Oak Park business, with less than \$3,000,000 in annual average gross business receipts, for utilization to pay past-due rent to a landlord or mortgage payments to a mortgage holder.

NOTE: \$300,000 in grant funds could result in at least 60 Oak Park businesses being provided with assistance.

2. The Village will make \$150,000 available to assist small, licensed Oak Park businesses by providing reimbursement for costs related to personal protective equipment (PPE) purchases and safety equipment installation expenses that have been incurred since March 2020. The Village will provide up to \$2,500 per licensed, small Oak Park business who have less than \$3,000,000 in annual average gross business receipts for said costs and expenses.

3. *NOTE: \$150,000 in grant funds could result in at least 60 Oak Park small businesses being provided with assistance.*

4. The Village will make \$100,000 available to assist 501(c)(3) non-profits located in Oak Park. The Village will provide up to \$3,000 per Oak Park non-profit for reimbursement of costs already incurred to purchase PPE and install safety equipment related to the COVID-19 public health emergency since March 1 2020.

NOTE: \$100,000 in grant funds could result in at least 33 Oak Park 501(c)(3) non-profit organizations being provided with assistance.

To be eligible, both businesses and non-profit organizations must fill-out a Program application prior to being approved for funds under the Program by Village staff. In addition, successful applicants will need to provide the following: (1) Attest that they qualify for the Program; (2) Provide copies of receipts for PPE or safety equipment installations expenses incurred from March 2020 forward; and (3) Provide assigned letter from an applicable landlord or mortgage holder to confirm past-due rent or mortgage payments post March 2020 and the amount of said past-due mortgage or rent up-to or exceeding \$5,000.00 (businesses only).

Program funds cannot be utilized for payroll expenses and since the Program is designed to assist only small businesses, franchise chains with five-or-more locations, are not eligible. In addition, only 501(c)(3) non-profit organizations located in Oak Park are eligible to participate in the Program.

Information about the Program, including the application form, can be found on the Village's website at www.oak-park.us/XXXXXX. Program applications may be submitted electronically to business@oak-park.us. Completed applications will be considered on a first-come, first-served basis.

This Program and any specific grant of funds are contingent upon the availability of funds. If at any time funds are depleted, the Program and any commitments to provide funds may become null and void.

Email business@oak-park.us with any questions or comments.