



City of Fairburn

American Rescue Plan Act (ARPA)
Small Business Grant Program - Round 2

The City of Fairburn, GA has allocated \$350,000 from its American Rescue Plan Act (ARPA) funds to the Small Business Grant Program (SBGP). The program is designed to assist small businesses that have been negatively impacted by the COVID-19 pandemic. It aims to cater to the specific needs of businesses that are facing challenges due to the current economic situation. The first round of the SBGP took place from November 1, 2023, to November 17, 2023. Due to the overwhelming demand for the program, the City has reopened applications for Round 2. Applications will be accepted from 9 am EST on Thursday, February 1, 2024, and close at 5 pm EST on Thursday, February 29, 2024.

Small businesses have the option to apply for only ONE of the available Small Business Grant Programs.

Capital Improvement Grants - Small businesses that are interested in renovating or expanding their businesses can apply for up to \$25,000 in funding through ARPA to support their capital improvement projects. In order to qualify, applicants must provide a project timeline that shows the project completion before September 30, 2024, as well as an accurate estimate or quote.

Relocation Assistance – Small businesses can be eligible to receive up to \$25,000 in relocation expenses when they move their business to a new location, provided they meet certain criteria. To qualify, they need to provide a rental agreement for the new space and confirm that they are not behind on rent at their current location. This relocation offer is available until September 30, 2024.

Small Business Incubator – This program offers grants of up to \$5,000 to small businesses with 1-5 employees. The grant funds can be used for general operating expenses such as software, advertising, marketing, and other similar costs. However, it cannot be used for rent or payroll expenses. If you need assistance with rent or payroll, please refer to the Payroll and Rent Assistance programs. To be eligible for this program, small businesses must be operational at the time of application. The grant funds must be spent within 60 days of the grant award, and the project must be completed by June 30, 2024.

Payroll Assistance Program – Small businesses are eligible to apply for a grant of up to \$10,000 to cover outstanding payroll and future payroll expenses, including employee benefits. The grant funds must be utilized within 60 days of the grant award, and the period should not extend beyond June 30, 2024.

Rent Assistance Program – Eligible applicants can receive a grant of up to \$5,000 to cover their commercial rent expenses. The grant amount must either match or be less than their total rent obligation at the time of application submission. To receive the grant, landlords must provide documentation proving that the grant funds will be used to pay overdue rent and bring the rent obligation current. It is important to note that the grant funds must be spent within 60 days of receiving the grant award and cannot extend beyond June 30, 2024.

Small businesses within City boundaries meeting program requirements for one of the programs may apply. To be eligible for the award, applicants must:

- Business Size – 1 to 50 employees
- Clearly demonstrate financial hardship due to the negative impact of COVID-19 on the business, including revenue loss, increased expenses, financial instability, and inability to meet operating expenses.
- Annual revenues of less than \$5 million.
- In "Good Standing" or "Active" with the State of Georgia and the City of Fairburn.
- In operation as of the date of the application.
- For-profit business.
- National franchises and chains will be considered on a case-by-case basis.

City of Fairburn property taxes and other City bills/obligations are not eligible.

- City of Fairburn Occupational Tax License
- City elected officials are not eligible

Ways to Submit an Application:

Online using this form.

Hardcopy by email at fairburnARPA@bmc-llc.net or delivery to City Hall (PDF Version of Application: Small Business Program Grant Application)

City Hall

56 Malone Street SW

Fairburn, GA 30213

Attention: Sylvia Abernathy- Small Business Grants Program

Mailed applications will not be accepted.

3. By telephone with an appointment. Send a request for an appointment to fairburnARPA@bmc-llc.net. Before submitting your application, make sure to save it and return it later if needed. Remember to complete all the required sections indicated by an asterisk (*) and upload at least one document in the dropbox with an asterisk.

Once you have finished your application, click "Submit". You will receive a "Thank You" message confirming that your application has been submitted.

If you have any questions or need assistance completing this questionnaire, please email FairburnARPA@bmc-llc.net, and you will receive a response within one (1) business day.

Section A. Applicant Information

Applicant Legal Business Name

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Address (Enter business address)

26 1st Point, 16662 Basil Avenue
Boston, Massachusetts, 02216
United States

Website URL

Integer aliquet, massa id lobortis convallis, tortor risus dapibus augue, vel accumsan tellus nisi eu orci. Mauris lacinia sapien quis libero. Nullam sit amet turpis elementum ligula vehicula consequat.

Federal Identification Number

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Organization Type. Select your legal structure from the drop-down.

Option 2

Number of Employees

Option 2

Point of Contact

This person will be the main point of contact for any application questions or requests for additional information, as well as the recipient of the award agreement. This person will be contacted if there are any application questions or need for additional information. The award agreement will also be submitted to this person.

Name (Primary POC)	Athena Speakman
Title	Integer aliquet, massa id lobortis convallis, tortor risus dapibus augue, vel accumsan tellus nisi eu orci. Mauris lacinia sapien quis libero. Nullam sit amet turpis elementum ligula vehicula consequat.
Email	crivel1@narod.ru
Phone Number	+76 (39) 313-7493
Fax Number	+76 (39) 313-7493

Section B: Eligibility

The information and responses provided in this section will be utilized to determine your eligibility. Please ensure that the information provided is accurate and complete.

1. Does the business operate in the City of Fairburn? If a home-based business, the residential address with determine eligibility. If you are unsure, please use the City of Fairburn GIS Map to check.
<https://fairburn.maps.arcgis.com/home/index.html>

Option 2

2. At the time of application submission, is the business in operation?

Option 2

3. Is the business or individual in good standing with federal and city tax obligations?

Option 2

4. Has the business experienced a hardship due to the negative economic impacts of the COVID-19 pandemic? If a "No" response, you are not eligible for the grant program and an application should not be submitted.

Option 2

5. Please choose the financial hardship(s) that apply from the options below. Select as many multiple options that apply.

Option 2

6a. Does this project serve impacted and/or disproportionately impacted communities? Review Appendix G below for definitions of impacted and disproportionately impacted communities. Also review Appendix 1 below for expenditure categories that require this reporting. If an expenditure category has a ^, you must answer "Yes" and complete 6b and 6c below.

Option 2

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6b. Please select up to 3 IMPACTED communities served.

Option 2

6c. Please select up to 3 DISPROPORTIONATELY IMPACTED communities served.

Option 2

7. Describe the economic hardship, including how the pandemic has impacted the business

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Eligibility Documentation



Please upload the necessary documentation to the Eligibility Documentation Dropbox and check the corresponding box in this section. This documentation will be used to assess your eligibility.

Option 2

Section C. Small Business Grant Programs

Please choose ONE program from the list below that you are applying for.

Option 2

For the program selected, complete only the relevant section below. Completing multiple sections will delay processing.

Program A: Capital Improvement Grant

Small businesses looking to renovate or expand their businesses can apply for up to \$25,000 in funding through ARPA for capital improvement projects. To qualify, applicants must provide a project timeline that shows the completion of the project before September 30, 2024, as well as an estimate or quote.

1. Requested Grant Amount 7

2. Please describe your capital project under this program

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3. Do you have a quote or estimate detailing the project cost? Option 2

4. If you do not have an estimate or quote, do you have other documentation detailing the project cost? Option 2

5. Will this project be completed by September 30, 2024? Option 2

6. What is the estimated completion date for this project? Saturday, April 4, 1970

7. If awarded the requested grant, will you have all the funding to complete the project? Option 2

8. Please upload the necessary documentation to the Facade Improvement Documentation Dropbox and check the corresponding box in this section. Option 2



Program B: Relocation Assistance

Small businesses can receive up to \$25,000 in relocation expenses when moving their business to a new location. To be eligible, they must provide a rental agreement for the new space and confirm that they are not behind on rent at their current location. The relocation must occur by September 30, 2024.

1. Requested Grant Amount

7

2. Please provide details on your relocation plan, including the origin and destination locations, the rationale for relocation, the funding sources, and how the grant will be utilized for the move.

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3. Do you have an estimate of the total cost for the relocation?

Option 2

4. If you do not have an estimate of the total costs, do you have other documentation detailing the relocation costs?

Option 2

5. Will the relocation be completed by September 30, 2024?

Option 2

6. What is the projected relocation completion date? The completion date can be no later than September 30, 2024.

Saturday, April 4, 1970

7. If awarded the requested grant, will you have all the funding to relocate?

Option 2

8. Please upload the necessary documentation to the Relocation Assistance Documentation Dropbox and check the corresponding box in this section.

Option 2



Program C: Small Business Incubator

New businesses that has 1-5 employees can receive up to \$5,000 under this program. The grant funds can be used for general operating expenses such as software, advertising, marketing, and other similar costs. However, it cannot be used for rent or payroll expenses. Please refer to the Payroll and Rent Assistance programs. To be eligible for this program, small businesses must be operational at the time of application. Grant funds must be spent within 60 days of grant award. The project must be completed June 30, 2024.

1. Requested Grant Amount 7

2. Enter the date you started the business. Saturday, April 4, 1970

3. Describe how the business will use the funds if awarded (see guidelines for eligible uses).

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4. Do you have a budget for the project? Option 2

5. If you do not have a budget, do you have other documentation detailing the project cost? Option 2

6. Will funds be spent within 60 days of award? Option 2

7. Please upload the necessary documentation to the Small Business Incubator Documentation Dropbox and check the corresponding box in this section. Option 2



Program D: Payroll Assistance Program

Small businesses may apply for up to \$10,000 to bring outstanding payroll current and for future payroll including employee benefit expenses. Grant funds must be spent within 60 days of grant award not to extend beyond June 30, 2024

1. Requested Grant Amount 7

2. Will the grant be used for employee benefits such as health insurance? Option 2

3. Will the funds be used for payroll in arrears, current payroll, future payroll, employee benefits (including payroll taxes) or a combination? Select all that apply. Option 2

3. If the grant is approved, will it cover the full arrears and bring the business up to date on all payroll and employee benefit costs? Option 2

4. Do you have documentation for the requested payroll and employee benefit costs for this grant? Option 2

5. Will funds be spent within 60 days of award? Option 2

6. Please upload the requested documentation to the Payroll Assistance Documentation Dropbox and check the corresponding box in this section. Option 2



Program E: Rent Assistance Program

Applicants can receive up to \$5,000 to cover commercial rent expenses. The grant amount must match or be less than the total rent obligation at the time of application submission. Landlords must provide documentation that the grant funds will pay overdue rent and bring it current. Grant funds must be spent within 60 days of grant award not to extend beyond June 30, 2024.

- 1. Requested Grant Amount**
- 2. Will the funds be used to pay overdue rent or future rent?**
- 3. If the grant is approved, will it cover the full arrears and bring the business up to date?**
- 4. Will funds be spent within 60 days of award?**
- 5. Please upload the necessary documentation to the Rent Assistance Documentation Dropbox and check the corresponding box in this section.**

Rent Assistance Documentation



CERTIFICATION AND SIGNATURE PAGE

THE SMALL BUSINESS CERTIFIES TO THE BEST OF ITS KNOWLEDGE:

1. The information submitted to the City of Fairburn including required supporting documentation, is true and correct.
2. The business is in compliance with all applicable federal, state, and local laws, regulations, ordinances, and orders and must report any and all noncompliance with said laws that could have an adverse material impact on the business. Adverse material impact includes lawsuits, criminal or civil actions, bankruptcy proceedings, or regulatory action by a governmental entity.
3. The business has not received other federal, state, or local assistance for the same expenses as submitted for this grant.
4. The funded project will remain within the City of Fairburn for a minimum of two (2) years.
5. The business will maintain a business website with links to the City of Fairburn's website for news and information.
6. We understand that we are required to complete the Grant Closeout Survey that the City will send at the completion of the grant period of performance.

Authorized Official Name, Title

Integer aliquet, massa id lobortis convallis, tortor risus dapibus augue, vel accumsan tellus nisi eu orci. Mauris lacinia sapien quis libero. Nullam sit amet turpis elementum ligula vehicula consequat.

Authorized Official Signature

Ser.

Date Signed

Saturday, April 4, 1970