

EXECUTIVE ORDER NO. 26, 2020 SERIES

**AN EXECUTIVE ORDER AMENDING EXECUTIVE ORDER NO. 15, 2020 SERIES, REGARDING THE FRANKFORT ECONOMIC RECOVERY GRANTS FOR SMALL BUSINESSES**

WHEREAS, Executive Order No. 15, 2020 Series, established the City of Frankfort Economic Recovery Grants for Small Businesses Program ("Grants Program") to support businesses in the community that have been adversely impacted by the COVID-19 pandemic and have had to continue to pay fixed costs despite a decline in revenue; and

WHEREAS, the City now sees fit to extend the filing deadline through the end of the 2020 calendar year and increase the possible grant amount to \$10,000.

NOW THEREFORE, BE IT ORDERED that Sections 4 and 5 of Executive Order No. 15, 2020 Series, are amended as follows:

**SECTION 4**

Each applicant is eligible for assistance of up to \$10,000 [~~\$5,000~~]. The eligible amount shall be no more than the largest of:

1. The amount of rent or mortgage paid since March 12, 2020 for a location within Frankfort;
2. For a building owned without a mortgage, an amount equivalent to \$0.58 per square foot per month from March 12, 2020 until the date of the application;
3. The amount spent on water, sewer, electricity, gas, insurance and internet since March 12, 2020;
4. The amount of payroll paid since March 12, 2020; or
5. The reduction in projected revenue since March 12, 2020, as evidenced by appropriate documentation, multiplied by 0.25.

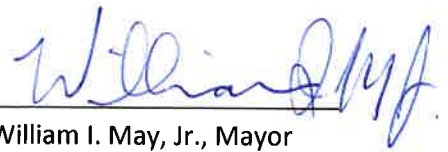
**SECTION 5**

1. An application shall be developed and approved by the Frankfort Board of Commissioners that contains, at a minimum, the following:
  - a. Name of business;
  - b. Name and address of any person who owns more than 51% of the business; and
  - c. Signature line for owner(s) attesting that all information provided is true to the best of their knowledge, that they have not been previously reimbursed by any other government loan or grant for expenses listed on this application, and that they intend to continue businesses operations for at least the next twelve (12) months.
2. Applications for grants created by this Order will be open until 5 p.m. December 30 [~~October 30~~], 2020. Information from the applications will be disseminated to members of the panel. The panel shall meet as many times as required, in person or via Zoom, to determine eligibility of each applicant and the specific grant amounts for each. The panel shall try as much as practicable to award grants according to proportion of eligible amounts in cases where the

requested amounts exceed the maximum established in the applicable section, except that preference may be given to businesses that are minority-owned, woman-owned, or veteran-owned. The panel may ask any applicant for more information or documentation.

3. After reviewing all applications, the panel may ask the Frankfort Board of Commissioners to amend this Order to more appropriately allocate maximum total grant awards.
4. The panel will review the applications and make recommendations concerning grant amounts to the Board of Commissioners which will then make the final determination of the grants to be awarded under the program.

Adopted and executed on this 15 day of December, 2020.

  
\_\_\_\_\_  
William I. May, Jr., Mayor

ATTEST  
  
\_\_\_\_\_  
City Clerk

# FRANKFORT SMALL BUSINESS GRANT APPLICATION

Please return application by close of business Thursday, December 31, 2020.



Please submit completed applications to Rebecca Hall by mail, or email:  
315 West Second Street, Kentucky 40601  
rhall@frankfort.ky.gov (502-352-2076)

The City of Frankfort has determined that the continued operation of our small businesses is a necessary expense. Please complete this application for consideration of a grant to aid with hardships experienced during this pandemic. Details may be found on the City of Frankfort website at [www.frankfort.ky.gov](http://www.frankfort.ky.gov).

## Section A - Business Information:

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

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

Mailing Address: \_\_\_\_\_  
*(if different than above)*

Phone Number: \_\_\_\_\_

If franchise or chain, name and address of ownership amounting to at least 51% living in Franklin County: \_\_\_\_\_

Type of Business: \_\_\_\_\_

Please check all that apply: minority-owned  women-owned  veteran-owned

## Section B - Reimbursable Expenses:

*Please complete all items below. Check the box next to the amount listed if any portion of the amount has been submitted for reimbursement by any other federal, state, or local grant or forgivable loan program.*

Total of Rent or Mortgage Paid on Business Property since March 20, 2020: \$ \_\_\_\_\_

If no rent or mortgage, number of square feet multiplied by \$0.58: \$ \_\_\_\_\_

Amount spent on water, sewer, electricity, gas, property & casualty insurance, and internet since March 20, 2020: \$ \_\_\_\_\_

Amount paid to employees since March 20, 2020: \$ \_\_\_\_\_

Reduction in revenue beginning March 20, 2020 and explanation/ proof of how that number was derived: \$ \_\_\_\_\_

Please attach profit/loss statements for 2019 and 2020 and your EIN.

I (we) affirm that all information provided above is true, we have not been previously reimbursed by any other federal, state, or local grant or forgivable loan program for reimbursable expenses listed above; and I (we) intend to continue this business in operation for at least the next twelve (12) months.

Owner(s) \_\_\_\_\_

Date \_\_\_\_\_

*Please note, further information may be requested to verify reported reimbursable expenses. All expense information reported on this application, and any supporting documentation, is confidential.*