

Tippecanoe County Small Business Grant Program

Funded by

The Indiana Office of Community and Rural Affairs

What: Tippecanoe County was awarded a \$250,000 COVID-19 small business assistance grant from the Indiana Office of Community and Rural Affairs (OCRA). This grant is meant to provide financial relief to Tippecanoe County's small businesses located **outside of the corporate boundaries of the cities of Lafayette and West Lafayette** affected by the COVID-19 pandemic.

Who is eligible? Businesses can be a sole proprietorship, an LLC or a corporation with one (1) or more employees. Eligible businesses must be properly zoned and have a sign with the business name visible from the street. Not-for-profit companies are not eligible.

The Process:

- ✓ Complete a FILLABLE pdf version of the application online at, www.tippecanoe.in.gov or obtain a paper application at the Tippecanoe County Commissioners Office at 20 North 3rd Street, Lafayette, IN 47901 between 8 am and 4:30 pm Monday thru Friday.
- ✓ For technical assistance in completing the application or for small business development assistance, please contact Sharon Hutchison at shutchison@tippecanoe.in.gov
- ✓ Submit your application to the email above or mail to Commissioners office at physical address above, on or before the stated deadline along with any additional information requested.

Deadline:

Your completed application may be submitted either online, in person or by mail to Tippecanoe County Commissioners Office **no later than October 30, 2020 at 4 PM.**

Review and Award:

A committee will review and score all applications and make recommendations for funding amounts to the Tippecanoe County Commissioners. The Commissioners will act on the committee recommendations and submit a drawdown for funds to OCRA. Funding from OCRA will be received in approximately three to four weeks following receipt of the funding request. Tippecanoe County will then issue checks to each business for their award amount.



TIPPECANOE COUNTY
BOARD OF COMMISSIONERS





TIPPECANOE COUNTY
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TIPPECANOE COUNTY

COVID-19

Business Grant Application

Tippecanoe County Commissioners

20 North Third Street

Lafayette, Indiana 47901

P. 765-423-9215



Applicant Information

Business Name _____

Owner's Name _____ Phone # _____

Address _____ City, State, Zip _____

Email _____ EIN# _____

Requested grant amount \$ _____ (\$10,000 maximum request)

The Grant Applicant Herein Certifies That:

- a. To the best of the applicant's knowledge and belief, the information presented in this grant application is true and correct; and,
- b. The applicant understands that Tippecanoe County will be required to collect and submit, semi-annually, a status of business report to the Indiana Office of Community and Rural Affairs for two years after grants funds are received; and,
- c. The grant applicant agrees to allow the Tippecanoe County to include your business name in all award announcements to the media.

Print name and title

Signature

Date

APPLICATION

1. Please indicate the type of business:

Retail-Storefront Service Sector Personal Care (barbershop, hair salon) Restaurant/Food

Manufacturing Other: _____

**2. Please give a description of how your business has been impacted by COVID-19.
Tell us why you need this assistance.**

3. Please give a brief description of how you plan to use the funds.

5. Please answer the following questions (choose ONE appropriate answer).

What type of business classification?	Sole		LLC		CORP	
How many years have you been in business?	Less than 1		1-5	6-10	11-14	15+
How many employees do you have besides yourself?	0	1-10	11-20	21-30	31 & above	
Were you directed to close or reduce hours during the pandemic?				YES	NO	
Have you reopened?				YES	NO	
What effect has the pandemic had on your sales?	Negative		Neutral		Positive	
Did you layoff or furlough any employees since March 1?				YES	NO	
Are you still employing the same number of people, or more, compared to March 1 st ?				YES	NO	
Have any of your employees transitioned to work at home permanently?				YES	NO	
Are you current on your accounts payables?				YES	NO	

Applications should be submitted to Tippecanoe County by

4:00 P.M.

October 30, 2020

Completed applications may be

Mailed or hand delivered to:

Tippecanoe County Commissioners Office,
20 North 3rd Street, Lafayette, IN 47901-1214

or

emailed to shutchison@tippecanoe.in.gov