

Small Business Grant Criteria Selection

Selection Methodology

- ☐ First-come, First-served ☐ Random Lottery ☐ Weighted Scoring

Application Window

- ☐ 1 month
☐ 3 weeks
☐ 2 weeks
☐ Other: _____

Eligible Geographic Area

Location of: ☐ Business ☐ Office

Must be located within:

- ☐ Unincorporated Area of Collin County
☐ Cities without a direct expense allocation to-date
☐ Cities that utilized a portion of their direct expense allocation for a small business grant program
☐ Other: _____

Eligible Businesses

- ☐ Businesses registered to do business within the State of Texas
- ☐ Business with gross revenues per business location of
- ☐ Less than \$15m
 - ☐ Less than \$10m
 - ☐ Less than \$5m
 - ☐ Less than \$1m
 - ☐ Other: \$ _____
- ☐ # of Employees:
- ☐ Full-time Equivalent ("FTE") Employees **OR** ☐ Total Employees
- ☐ Less than: ☐ 100 ☐ 50 ☐ 25

☐ As of March 1, 2020, businesses must have operated continuously for:

- ☐ 2 years
- ☐ 1 year
- ☐ 6 months
- ☐ Other: _____

☐ Up to ____ business locations with common ownership within the Eligible Geographic Area

☐ Business must be a:

- | | | |
|--|--|---|
| <input type="checkbox"/> Corporation | <input type="checkbox"/> Partnership | <input type="checkbox"/> Sole Proprietorship |
| <input type="checkbox"/> Individual | <input type="checkbox"/> Single-member LLC | <input type="checkbox"/> LLC treated as a partnership |
| <input type="checkbox"/> LLC – C Corporation | <input type="checkbox"/> LLC – S Corporation | <input type="checkbox"/> Franchise |

☐ Business must be a physical, publicly accessible business within the Eligible Geographic Area

☐ Business must demonstrate a gross revenue loss related to COVID-19 of:

- ☐ Greater than 25% ☐ Greater than 15% ☐ Greater than 5% ☐ Other: _____

☐ Business must be willing to provide a description on how the grant dollars will be used

Grant Amount

☐ Up to a single amount of

- ☐ \$50,000
- ☐ \$25,000
- ☐ \$10,000
- ☐ \$5,000
- ☐ Other: \$_____

☐ Tiered grant maximums based on selection of FTE or total employees per above

- ☐ If less than ____ FTE or total employees per selection above, eligible to receive up to \$_____
- ☐ If between ____ and ____ FTE or total employees per selection above, eligible to receive up to \$_____
- ☐ If Sole Proprietor only (no additional employees), eligible to receive up to \$_____

Eligible Expenses

☐ Estimated **OR** ☐ Actual

☐ Payroll (gross payroll, retirement costs, health insurance)

☐ Fixed Costs

☐ Rent, lease or mortgage for real business property paid to an unaffiliated, unrelated third party

☐ Rent, lease or purchase payment for business property (e.g., delivery vehicle, kitchen equipment, furniture, technology, payment and communications systems)

☐ Property/General Liability insurance, excluding costs of a personal residence

☐ Utilities, excluding personal residence

☐ Contract Labor

☐ Supplier Payments

☐ COVID-19 related business improvements (e.g., PPE, sanitation supplies and equipment, touchless technology, etc...)

☐ Time period expenses were incurred:

☐ March 1, 2020 – May 31, 2020

☐ March 1, 2020 – _____

General Ineligibility

☐ Previously received a PPP loan

☐ Previously received Economic Injury Disaster Loan

☐ Previously received a PPP loan and/or an Economic Injury Disaster Loan in excess of \$ _____

☐ Previously received other government assistance for the same expenses

☐ Businesses with outstanding financial obligations to the County

☐ Businesses without a Certificate of Occupancy or with past due taxes owed to federal, state or local government entities, unless an approved and current payment plan exists

☐ Businesses without a business personal property tax account with the Collin County Appraisal District

☐ Businesses not in full compliance with county and local ordinances

☐ Businesses with outstanding financial obligations to _____

☐ Businesses in default or arrearage on past or current federal or state financing or funding programs

☐ Businesses in bankruptcy or have filed for bankruptcy within the last 12 months

☐ Businesses within the City of Dallas or outside of Collin County

☐ Businesses ineligible or precluded from, receiving federal or State of Texas funding due to federal laws, including, but not limited to, the CARES Act

☐ Persons or businesses with a conflict of interest, including elected officials, board-appointed officials and Collin County employees

Ineligible Businesses

- ☐ Non-Profits
- ☐ Lobbying and political organizations
- ☐ Government / Taxing agencies
- ☐ Franchises which are not responsible on a local level for all revenues and expenses
- ☐ Home-Based Businesses
- ☐ eCommerce Businesses
- ☐ Banks, Lending and Financial Institutions, including pay day and title loan businesses
- ☐ Businesses involved or affiliated with personal or corporate indictment, or the arraignment or conviction of criminal offenses
- ☐ Multi-Level Marketing Businesses
- ☐ Businesses whose primary income is derived from rental/income-producing properties
- ☐ Grocers, unprepared food or produce vendors
- ☐ Gas and Convenience Stores
- ☐ Pawn Shops
- ☐ Medical Providers
- ☐ Sports Teams
- ☐ Businesses that operate as an age-restricted business [\[All, or select amongst the following\]](#)
 - ☐ Tobacco, Vape & CBD Stores
 - ☐ Liquor Stores
 - ☐ Sexually- or adult-oriented businesses
 - ☐ Gambling concerns, including casinos, racing operations and other activities whose purpose involves gambling, including video poker arcades
 - ☐ Firearm Dealers
 - ☐ Other businesses restricted to patrons above the age of 18

Other Terms

- ☐ Must be willing to provide a certification of business continuity to Collin County within 90 days of disbursement of grant funds
- ☐ Must disclose any funds applied for or received from the SBA, FEMA, or other federal assistance programs