



Ketchikan Gateway Borough and City of Ketchikan



COVID-19 Impact Business Grant Application

Section 1 - Applicant Information

Business name:

Business physical address:

City:	State:	Zip:
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Contact name:

Contact mailing address:

City:	State:	Zip:
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Contact phone number:

Contact email address:

IRS Taxpayer Identification Number (TIN):

Borough Sales Tax Registration Number(s):

Only one grant per business

Section 2- General Program Guidelines

Businesses with more than \$25,000 in average revenue per quarter (\$100,000 per year) and suffering a revenue decline of 40% or more during Second Quarter CY 2020 compared to Second Quarter CY 2019 due to the Covid-19 pandemic are eligible to apply for a grant. Grant awards will be based on a percentage of lost revenue. The maximum grant award is \$25,000. This program is limited to for-profit enterprises only.

Section 3 - Eligibility Criteria

Please answer the following eligibility questions:

- 1. My business is a C-Corp traded on a U.S. stock exchange or a corporate-equivalent entity traded on a foreign stock exchange, or owned in whole or majority owned by such a publicly traded corporation.
- 2. The business I operate is a national or international chain that owns and operates a company-owned unit in the Ketchikan Gateway Borough (individually owned-and-operated franchises are eligible).
- 3. My business has a Ketchikan Gateway Borough or City of Ketchikan lien, or is in violation of a payment agreement with the Borough or City.
- 4. My business or principal has a lien for unpaid sales or excise taxes.
- 5. My business lacks a year-round physical presence in the Ketchikan Gateway Borough for the sale of goods or services to include a year-round presence of at least one full-time employee.
- 6. My business is currently in bankruptcy proceedings.
- 7. My business is a marijuana business.

To be eligible, a business must be able to answer 'no' to all of the questions listed above.

Application period opens July 1, 2020 and grants may be awarded beginning the week of July 27th. Applications may be submitted by email to: finance@kgbak.us or hand-delivered or mailed to: KGB Finance Department, Suite 118, 1900 First Avenue, Ketchikan, AK 99901.

Section 4 - Fiscal Impact

Please enter your business' gross receipts from inside the Ketchikan Gateway Borough. Using the COMBINED CITY AND BOROUGH SALES TAX REPORT, add the figures from row 1, columns B, C, and D. If your business has multiple locations, please combine sales figures from all locations and report the total. Attach copies of the reports.

2nd Quarter (April, May, June) 2019:		Borough Use Only
2nd Quarter (April, May, June) 2020:		GL Code: 730-10-007-6080
Revenue decline (2020 - 2019):		Grant Amount: \$

Approval _____ Date _____

If your business does not file sales tax returns with the Borough due to an exempt product line or customer base, please provide the requested data from your accounting records, and provide an explanation as to why your business does not file sales tax returns. Such applications will be considered on a case-by-case basis.

Briefly describe how your business operations have been impacted by COVID-19:

Section 5 - Sign and Certify

I certify that the business listed herein has been negatively impacted by (check ALL that apply):

- the COVID-19 pandemic;
- the State-mandated closure of certain businesses;
- voluntary closure of the business to promote social distancing;
- decreased customer demand due to the pandemic; or
- other actions taken to prevent the spread of the virus.

I understand that if I am awarded a grant, the amount awarded is public record. Other business information provided is confidential except to the extent necessary to audit the program. I further certify that I am: 1. a principal officer, general partner, or owner of the named business, 2. authorized to apply on the behalf of the business, and 3. all of the information provided herein is true and accurate. I understand that I may be required to return any grant funds awarded based on false or inaccurate information.

Signed: _____ Date: _____

Printed Name: _____ Title: _____

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Questions? Call the Borough Finance Department at 907-228-6620