



Bucks Business Recovery Grant Overview

Non-Profit Businesses

The County of Bucks has been appropriated \$5,000,000.00 from the American Rescue Plan Act of 2021 (ARPA) to assist small businesses through COVID-19 recovery. Grants will be awarded ranging from \$1,000.00 - \$45,000.00 in increments of \$1,000.00. Small businesses and/or nonprofits who have already received Bucks Back to Work grant funding and/or CARES Act funding shall be eligible for this Program. Grants for businesses and non-profits who have received prior funding from our organization will be capped at \$5,000.00. Priority will be given to small business and/or nonprofits that have not received additional government relief support funding (e.g., SBA Payroll Protection Program, other SBA Disaster/Emergency Funds, PA COVID-19 Working Capital Access Program, Bucks Back to Work, etc.).

Application Process

1. To apply, eligible small business and nonprofits will be required to complete an online application hosted by the Redevelopment Authority of the County of Bucks.
2. All required information (see below) must be submitted digitally in PDF format.
3. The application window will be as follows: **October 29, 2021 at 8:00am through November 19, 2021 at 5:00pm**
4. Incomplete, incorrect, or late applications will not be considered.
5. All questions must be answered via the application; DO NOT attach additional explanatory sheets.
6. There is no application fee.
7. Applications are not first come first serve.
8. Due to anticipated demand, not all applications will be funded.
9. Applications will be reviewed by the Program Administrators. – one outreach for incomplete applications with one week turnaround time.

Required PDF Attachments:

1. 990 Form
2. W-9 Form
3. Executed Agreement
4. 2021 P&L

Non- Profit Guidelines

Eligibility Criteria:

1. Eligible applicants must be a 501(c)(3) entity, approved by the Internal Revenue Service, and meet the following criteria:
 - a. Meet *at least one* of the following:
 - i. Have at least one physical location where services are provided from in Bucks County, Pennsylvania, and where services are available to Bucks County residents/communities;

- ii. The organization’s scope of service is comprised of at least 50% Bucks County residents/communities. Scope of service may be the percentage of individuals served and/or the geographic service area of the organization; and/or
 - iii. The organization’s scope of service includes Bucks County and at least 50% of its current employees are residents of Bucks County, Pennsylvania, as of the date of application.
 - b. The organization’s mission falls into at least one of the following categories:
 - i. Food, health, and/or housing insecurity services;
 - ii. Childcare/educational services;
 - iii. Mental health and wellness services;
 - iv. Elder and/or vulnerable population services;
 - v. Environmental stewardship; and/or
 - vi. Community, economic, and/or workforce development services.
 - c. Have been in operation for a period of time such that the organization filed at minimum a 2019 Form 990 and is still in operation as of the date of the application.
 - d. Revenues (Line 12 of Form 990) do not exceed \$15,000,000 on the most recently filed Form 990 (2019, or 2020 Form 990 will only be accepted).
 - e. Employed and paying no more than 50 full and part-time employees total as of September 1, 2021.
 - f. Entity must be acting in accordance with its by-laws, mission, and with all legal requirements as a 501(c)(3) entity.
2. Must have no more than 50 employees. Subcontractors and/or 1099 employees should not be included in the employee count.
 3. Nonprofits that are in active default (not on a payment plan) with taxes or fees owed to local, county, state, and/or the federal government may not apply.
 4. Religious institutions that do not have a program focus of at least 25% of total revenues supporting food security, housing security, childcare, or rapid reemployment services may not apply.
 5. Nonprofits engaged in any activity that is illegal under federal, state, or local law may not apply.
 6. Organizations that apply must intend to remain open, at minimum, through December 31, 2022.
 7. Employees of the County of Bucks and Program Administrators, as well as their board or authority members, are ineligible.
 8. Must be up to date on any county, state, or federal loan program accounts.

Eligible use of grant funds: ¹

1. Payroll expenses.
2. Rent and mortgage for the business.
3. Operational expenses:
 - a. Equipment leases
 - b. PPE
 - c. Other operational expenses
4. Capital Expenses related to implementing new safety measures related to COVID-19 including but not limited to:
 - a. Physical changes to enable social distancing
 - b. Enhanced cleaning efforts
 - c. Barriers or partitions
 - d. COVID–19 vaccination, testing, or contact tracing programs
 - e. Signage to facilitate social distancing

¹ Coronavirus State and Local Discal Recovery Funds, Department of Treasury Federal Register, Vol. 86, No. 93. Pg. 26794-26795, <https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf>

- f. Provision of masks or PPE
- g. Consultation with infection prevention professionals to develop safe reopening measures
- 5. Technical assistance, counseling, or other services to assist with business planning needs
- 6. Expenses must not have incurred prior to March 3, 2021²

Ineligible use of grant funds:

- 1. To finance an organization, project, activity, and/or location primarily located outside of the geographic boundaries of Bucks County, Pennsylvania.
- 2. The repayment of any debts to private creditors or lenders other than those assumed due to COVID-19 (e.g., bank loans or lines of credit).
- 3. Any political and/or lobbying activity.
- 4. To settle debts.
- 5. Anything outside the scope relating to COVID-mitigation
- 6. Satisfaction of any obligation arising from a settle agreement, judgement, consent decree or judicially confirmed debt restructuring³
- 7. Any expense incurred before March 3, 2021
- 8. Any expense not applicable through ARPA

For additional information/guidance please email bucksrecoverygrant@buckscounty.org.

² Coronavirus State and Local Discal Recovery Funds, Department of Treasury Federal Register, Vol. 86, No. 93. Pg. 26821, <https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf>

³ Coronavirus State and Local Discal Recovery Funds, Department of Treasury Federal Register, Vol. 86, No. 93. Pg. 26796, <https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf>