



MINORITY BUSINESS STABILIZATION FUND GUIDELINES & APPLICATION





Minority Business Stabilization Fund

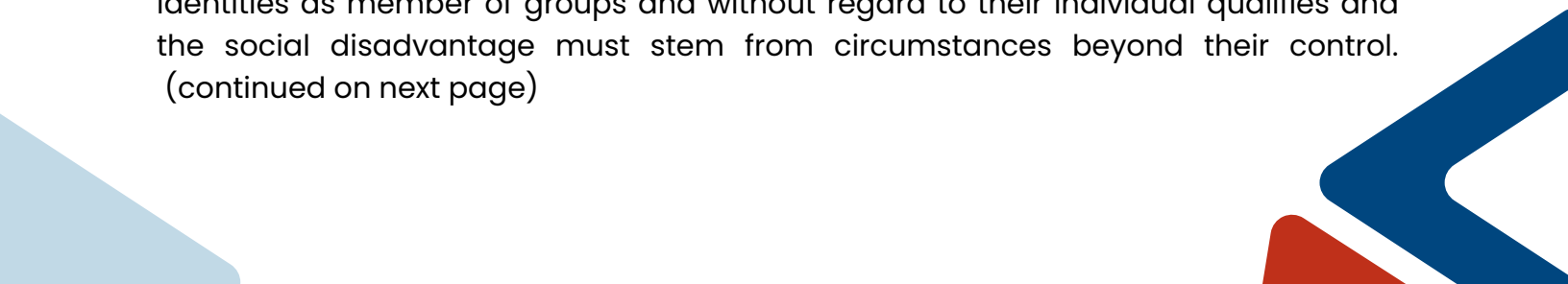
The City of San Marcos acknowledges the significant impact the Covid-19 pandemic has on minority entrepreneurs and small business owners. The Minority Business Stabilization Fund is a one-time grant assistance program funded through the American Rescue Plan Act (ARPA). Through this Fund, the City provides direct aid to minority-owned businesses in San Marcos.

Business Eligibility

To be eligible for consideration, a business must:

- Business must be located within the corporate city limits of the City of San Marcos;
- Have continual operation of business in San Marcos for at least 12 months before requesting a grant;
- Employ 1 to 25 full-time employees total across all locations;
- Be at least 51% unconditionally owned by a socially disadvantaged individual and the management and daily business operations are controlled by one or more disadvantaged individuals;
- Only one grant may be awarded per business with more than one location in San Marcos, and grant applicants are only eligible to receive one grant award;
- Not be an elected official of the City or employee of the City or married to an elected official of the City or employee of the City; and
- Be a for-profit entity.

This program follows the definition of socially disadvantaged individuals according to the U.S. Small Business Act. These are individuals who have been subjected to racial or ethnic prejudice or cultural bias within American society because of their identities as member of groups and without regard to their individual qualifies and the social disadvantage must stem from circumstances beyond their control.
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According to this Act, the following groups are individuals are deemed to be socially disadvantaged:

- Black Americans
- Hispanic Americans
- Native Americans
- Asian Pacific Americans
- Subcontinent Asian Americans

Individuals not members of one of the listed designated groups may establish social disadvantage based on personal experiences of substantial and chronic social disadvantage in American society is the result of a distinguishing feature (i.e., race, ethnic origin, gender, physical disability) that has contributed to the social disadvantage. The social disadvantage must have a negative impact on the applicant's advancement in the business world exclusively because of the disadvantage.

Eligible Expenses

- Physical improvements to business space to reopen safely as a result of covid
- Equipment to comply with public health and safety guidelines (e.g. touchless payment methods, automatic door open sensors)
- Costs associated with expanding the business to e-commerce sales
- Rent, payroll, and other operating expenses

Ineligible Expenses

- Federal guidelines stipulate funds cannot be used to pay for outstanding bills or debt



Award Amounts

Self-employed businesses - up to \$1,000

Businesses with 1-5 FTEs - up to \$5,000


Businesses with 6-15 FTEs - up to \$7,500

Businesses with 16-25 FTEs - up to \$10,000

Applicants will be asked three yes/no questions related to the state of their business. A “yes” response will award the applicant the set award amount for that question within the total award cap for the business’s size.

Application Process

Applications will be reviewed on a first-come, first-served basis. All eligible applications will be considered while funding is available. The City of San Marcos does not intend to renew this Fund after funding is exhausted.

1. Applicant submits a completed application with attached W-9 form.
 2. The Minority Business Stabilization Fund Review Committee will review applications and will schedule a meeting with the applicant for accuracy and completion if necessary.
 3. Applications will be reviewed in the order in which they are received so long as funding is available.
 4. Upon confirmation that the application is complete and eligible, the Review Committee will initiate the payment process.
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MINORITY BUSINESS STABILIZATION FUND APPLICATION

Business name _____

Physical address _____

Owner's name _____ Phone _____

Email _____

of business locations _____ # of FTEs across all business locations _____

Under which socially disadvantaged group does the owner identify?

U.S. Small Business Act Groups

_____ Black Americans

_____ Hispanic Americans

_____ Native Americans

_____ Asian Pacific Americans

_____ Subcontinent Asian Americans

Other Groups (please explain)

_____ Race: _____

_____ Ethnic Origin: _____

_____ Gender: _____

_____ Physical Disability: _____

Does the individual charged with management and daily business operations identify with one of the above groups? _____ Yes: _____ No _____

How will the grant funds be used? Please provide specific details and costs. _____



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1. Has the company endured financial hardship as a result of covid-19? _____

If applicable, describe the financial hardship endured as a result of COVID-19.

2. Has the company downsized its workforce or reduced hours? _____

If yes, how many positions/hours have been cut? _____

If applicable, describe how the business has downsized its workforce or hours.

3. Has the company refrained from hiring additional employees or put off plans for expansion? _____

If applicable, describe how the business has refrained from hiring additional employees or put off plans for expansion.

I attest that the information provided in this application is true and correct, the company applying for this grant is in compliance with all City of San Marcos codes and regulations, and that I am authorized to submit this application on behalf of the company.

Name _____ Signature _____ Date _____



MINORITY BUSINESS STABILIZATION FUND APPLICATION
For City Staff Only

Checklist for a completed application

____ All questions answered

____ Information provided for the best point of contact for this grant. If different from the business owner, please list here:

Name _____ Title _____

Phone _____ Email _____

____ Completed W9 Form (can be found at: <http://www.irs.gov/pub/irs-pdf/fw9.pdf>)

____ Signed attestation of true and correct information