



Carver County Community Development Agency

Carver County Emergency Business Support Program

Frequently Asked Questions

General Program FAQs

How much money is available in the Carver County Emergency Business Support Program?

There is approximately \$4.2M available to businesses in Carver County. The funds come from the State of Minnesota as well as Carver County.

What is the maximum award?

The maximum grant aware is \$20,000 for businesses with a physical location and \$10,000 for a home-based business.

If a business received funding under Carver County's Small Business Emergency Assistance (SBEA) program or the CARES Carver County Family Child Care Grant from August 2020 to November 2020, they will only be eligible for the difference of the maximum award and what they received under those programs.

When and where can I apply?

Applications will be accepted online only through the [Carver County CDA's website](#). They will be accepted on a rolling basis, but businesses must apply according to the following priority order. Applications from a previous priority may apply in subsequent groups but understand that applications are accepted on a first come, first serve basis.

Priority	Application opening
Businesses directly or indirectly affected by EO 20-99	January 1, 2021
Businesses not previously funded by state or county funds in 2020. Homebased daycares or homebased businesses that are WBE, MBE or veteran owned regardless of if funds were received previously or not.	January 11, 2021
Businesses (including homebased) not previously funded by the county program.	January 21, 2021
Businesses (including homebased) previously funded by the county program.	January 31, 2021

How will funding decisions be made?

Applicants will be reviewed by the Carver County CDA and its program administrator, NextStage, for compliance with eligibility requirements. Applications are accepted on a first come, first serve basis until all funds are exhausted.

When will I know if my business has been selected for an award?

The grant administrator, NextStage, will notify applicants via email only after their review of the application.

Eligibility FAQs

What does "locally owned and operated" and "physical establishment in Carver County" mean?

Eligible applicants must be located within Carver County boundaries. Additionally, majority ownership of the business should be Minnesota-based.

My business had 75 or less FTEs prior to the COVID crisis, but currently all or a portion of the employees have been laid off. Am I eligible to apply?

Yes. Eligibility is based upon the number of employees the business had on November 1, 2020.

I am a sole proprietor. Do I qualify for the grant program?

Yes. Sole proprietors can qualify for the program.

How do I know if I am in good standing? What does "in good standing" mean?

"In good standing" means that your business is current and active with any required business registrations with the Office of the Secretary of State as of November 1, 2020 and that no Minnesota tax liens have been filed against your business with the Minnesota Secretary of State.

[You can look up your registration.](#) Please have your file number available when filling out the grant application.

Note that, depending on your business structure, you may not be required to be registered with the Secretary of State. In that case, you will be deemed "in good standing" with the Minnesota Secretary of State. For example, if you are a sole proprietorship operating under your own name, you do not have to be registered with the state.

I am a non-profit organization, can I apply?

Yes, non-profit organizations are eligible to apply for the Carver County Emergency Business Support program.

I have received funding through either the Paycheck Protection Program (PPP) and/or Economic Injury Disaster Loan (EIDL), am I eligible to apply and receive these funds?
Yes. However, Carver County Emergency Business Support program funds must be used to cover different expenses or expenses over and above what the federal funds were used for.

I was awarded for COVID-related emergency small business funding through the State of Minnesota or Carver County previously in 2020 . Can I apply?
Yes. If a business received funds from the State of Minnesota they are eligible to apply.

If a business received funding under Carver County's Small Business Emergency Assistance (SBEA) program or the CARES Carver County Family Child Care Grant from August 2020 to November 2020, they will only be eligible for the difference of the maximum award and what they received under those programs.

Must I be in compliance with State of Minnesota Executive Orders?
Yes, businesses must be in compliance with all State of Minnesota Executive Orders at the time of application and after they receive assistance. If they are found in violation of any Executive Orders, they will be responsible for paying back any funding received under this program.

Application, Documentation, and Award FAQs

What questions will be on the application? How long will it take to complete?
The application contains questions related to the eligibility of the business and should take less than 15 minutes to fill out. No verification documents will be required at this stage.

Businesses should come prepared to provide their [6-digit NAICS code](#), Federal EIN and State of Minnesota tax ID. These are required before the application can be submitted.

What documentation is required? Must I submit this documentation at the time of application?

Following submission of the application, and if awarded funds, then the applicant will be required to submit documentation listed in the program guidelines. This documentation is not required at the time of application.

Is the data I submit confidential?

Under Minnesota law all data is public unless there is a specific exception. One exception is for financial data of businesses submitted to any governmental entity for the purpose of presenting awards to businesses which data is classified as private or nonpublic data. The information you provide in the application shall be considered Public, and may be shared with cities participating in the Carver County Emergency Business Support Fund. Information and documents submitted to program administrator NextStage- including tax returns, operating statements, and payroll documents- shall be viewed and retained exclusively by NextStage. In all cases, Carver County must follow all requirements in the Minnesota Data Practices Act.

How will my credit score affect my application?

Credit scores and collateral requirements will not affect your eligibility or selection.

How is the award amount determined?

The fund administrator will work with you to verify that your business has been impacted by the interruption from the COVID crisis and will verify the amount of eligible expenses are at least \$2,500 not covered by another source of city, state, or federal funds- up to a maximum of \$20,000.

What are considered eligible expenses?

Funds may be used to cover critical operating expenses such as payroll, commercial rent, commercial mortgage payments, payments to suppliers, utility bills, property taxes direct costs to promote public and employee safety (such as cleaning supplies, personal protective equipment, plexiglass counter shields, etc.), and other similar business expenses.

Will I be required to pay back the grant if I receive COVID-19 funds from another state, local, or federal source or for other reasons?

Funds from sources deemed allowable under program guideline- and any funds awarded and received after the date of the grant agreement are allowed. However; as this program is utilizing funds from the state and county, it is critical that any additional funds received not used to pay for the same costs reimbursed by this program. You are responsible for meeting all terms of the agreement- including the use of program payments- and will be subject to audit by program administrators. If it is found that you are not in compliance with the terms of the agreement, you may be required to return your award.

Additional Questions

I need help filling out this application or I have a general question about the application process. Who should I contact?

Elise Durbin
Carver County CDA
elised@carvercda.org
952-556-2778