

The City is completing Round 1 and will soon be distributing the checks. After Round 1, the City still has significant funds to help businesses harmed by the mandates and the coronavirus. Therefore, the City is inviting all businesses to submit an application for funding in Round 2. This Round is aimed at businesses whose expenses exceeded the \$5000 limit in Round 1, new businesses, businesses with extraordinarily high expenses. Round 2, to the extent that funds are available, will also address lost revenues. There will be more discretion when these applications are reviewed because, some needs are greater than others, and the purpose is to help businesses remain solvent and recover from this disaster.

The highest priority is to assist businesses.

If the expenses a business submitted in Round 1, those additional expenses will be included in the Round 2 expenses. For example, if Business A submitted \$5700 of expenses and only \$5000 were paid in Round 1, the other \$700 will be rolled over into Round 2. **DO NOT RE-SUBMIT THE SAME EXPENSES.** If, however, a business had more expenses for which receipts were not submitted previously, please submit those additional receipts. I know of a couple of businesses that stopped counting at \$5000. Please submit the additional expenses in Round 2.

I know of some businesses that are awaiting funds for large expenses. The City is required to expend its funds by November 15, which means that we will need all invoices and receipts before then so we can process them for payment. Therefore, contact me about larger, proposed expenditures as soon as possible so they can be reviewed in time to allow all payments to be made within the time limits imposed on the City.

With regard to lost revenues, probably every business lost revenues. There **are** not nearly enough funds available to make more than a small dent in the need. Please submit information that shows your net loss during the eligible time period. You can present your net losses in many ways; a profit and loss statement for the period may be the easiest, but it is not the only method.

Remember that the information you submit must be able to survive an audit. If the City must repay funds, then we will expect you to repay the City. We absolutely do not want that to happen.

Please apply as soon as possible. We are pushing the deadline as far as we can, but more lead time would be appreciated.

When you apply, please submit the signed agreement with your application to expedite the process.

Also, we know that our emails do not reach every business, so please share this information with other businesses.