



Mini Grant Application for
Food and Beverage Outdoor Dining
COVID-19 Relief

SUMMARY

Believe in Bristol understands the economic burdens COVID-19 has placed on small businesses in our community. With indoor dining activity on the decline during the pandemic, our organization has had the opportunity to explore the limited options food and beverage businesses in our community have to develop outdoor dining and carry-out service, as a means of remaining viable during the pandemic. With the colder months of winter among us, strategies have been sought to assist food and beverage businesses by providing public spaces and appropriate cold weather equipment to assist in creating outdoor dining opportunities.

Believe in Bristol seeks to provide financial support to local food and beverage businesses impacted by the public health emergency and reimburse the costs of business adaptation caused by required restrictions and health department guidelines. **We are offering one-time mini grants of up to \$5,000 per business to help Bristol, Tennessee food and beverage businesses with costs to expand outdoor dining in 2021.**

The grant program shall benefit restaurants and other food and beverage businesses that have been adversely impacted by the COVID-19 pandemic by providing funds to obtain equipment necessary for them to continue doing business during the pandemic. This program intends to support the economic sustainability of Bristol, Tennessee locally owned restaurants and preserve jobs.

Eligible Equipment Grant (site plan and permissions required upon application):

Tier 1: Tables, umbrellas, and chairs, etc. – up to \$1,000

Tier 2: Tents and heaters, etc. – up to \$2,500

Tier 3: Greenhouse/ Igloo Installations – up to \$5,000

Believe in Bristol staff are always available to help you discuss additional business assistance in downtown Bristol. Call us we would be happy to assist you, 423-573-2201.

APPLICATION PROCESS

This is the application form, more digital copies are available at www.believeinbristol.org

Businesses should submit their complete application forms and attachments by email to

info@believeinbristol.org

If you cannot submit by email, complete this form and call (423) 573-2201 for drop-off instructions.

Upon successful completion of the application, the applications will be reviewed on a first come, first serve basis, recommended by the BIB Economic Vitality committee, and final awards voted by the BIB Executive Board.

FIRST ROUND DEADLINE: Complete application must be submitted by **Friday January 22, 2021.**

IF FUNDS REMAIN, SECOND ROUND OF APPLICATIONS WILL BE ACCEPTED: FEBRUARY 1-14, 2021

FINAL REPORTING

A copy of the **invoices/expenses** used for this grant application will need to be submitted to Believe in Bristol by June 1, 2021.

ELIGIBILITY REQUIREMENTS

Believe in Bristol will award grant funds only to food and beverage businesses within the city limits of Bristol, Tennessee at this time. Business applicants must:

- be a legal business entity: please show proof of Secretary of State registration, business EIN, Sales Tax, Business License, or other form of business identification;
- have 50 or fewer full-time equivalent employees (two part-time employees will be equivalent to one full-time employee);
- have experienced financial hardship due to COVID-19; must be able to show minimum of 25% decline in revenue (will accept comparison of any quarter of 2019 and 2020);
- be in compliance with [Tennessee Pledge Guidelines](#) , Sullivan County Tennessee Executive Orders and Sullivan County Tennessee Health Department recommendations; should business be found out of compliance, risk forfeiting or returning award to Believe in Bristol.

Franchised businesses that are corporately-owned will not be eligible for award; Franchises that are independently-owned and operated businesses registered within the state of Tennessee are eligible for award subject to the remaining conditions of the program;

Funds must be deposited into a business bank account and only be used for business expenses; funds cannot be used to reimburse payroll expenses or to pay taxes;

Business owners must provide summary of results of the grant after six months of receipt;

Funds must be exhausted by recipient and purchased equipment placed into use within 90 days of being awarded, or subject to returning funds and materials to Believe in Bristol.

If you have any questions or need guidance on preparing the application, please **email** info@believeinbristol.org or **call** (423) 573-2201.

The following types of businesses *do not* qualify for assistance at this time:

- Government agencies
- Home-based businesses
- Churches
- Businesses not open regular hours to the public
- Mobile Food Vendors (Food Trucks, Carts, etc.)

BUSINESS INFORMATION AND REQUEST (use additional pages as necessary)

Business Owner(s) (in some cases manager) Name(s):

Business Owner(s) Phone Number(s): Business EIN (or other business identification #):

Business Owner(s) Email(s):

Registered Business Name: Year business was established:

Trade name/DBA (if different from Registered Name):

Business Address: Mailing Address (if different from business address):

Website: Social Media Sites (Facebook, Instagram, Twitter, Yelp, other?):

How many full-time employees do you employ? How many part-time employees?

Anticipated Business Hours in short term:

What other local or federal COVID-19 related support have you applied for? Which ones have you received support from already and how much support did you receive (example: SBA EIDL, PPP)?

TIER (check one)		Requested Amount
<input type="checkbox"/>	TABLES, CHAIRS, UMBRELLAS	up to \$1,000
<input type="checkbox"/>	TENTS, HEATERS	up to \$2,500
<input type="checkbox"/>	GREENHOUSE / IGLOO INSTALLATION	up to \$5,000

Why are you requesting grant assistance? Please provide two (2) or more specific ways the pandemic has affected your business operations. (use separate sheet if needed)



How do you intend to utilize the grant funding to accommodate the need for outdoor dining during the pandemic? Please indicate your anticipated expenses as part of these efforts; include equipment quantity, site plan (simple rendering or sketch acceptable), and property permissions – should your plan require use of public property or property of another individual. (use separate sheet if needed)

TIMELINE

Friday, January 22, 2021	Deadline for submission
Monday, January 25 - Wednesday, January 27, 2021	Applications reviewed by EV committee
Friday, January 29, 2021	Awards vote by Exec / Winners notified
Monday, February 1, 2021	Grant recipients/next round (?) announced

AGREEMENT BY BUSINESS OWNER(S)

As business owner(s) of _____, I/we have:
 [name of business]

- Reviewed the Believe in Bristol COVID-19 Restaurant Mini Grant Application.
- Verified that my business is within compliance of the Tennessee Pledge Guidelines, Health Department Guidelines and Sullivan County Executive Orders.
- Attached proof of being a legal business entity.
- Included proof of financial hardship due to COVID-19 (please provide a comparison of revenue during any quarter of 2019 and 2020)
- Understand that determination of Mini Grant awards is at the discretion of Believe in Bristol executive committee.
- Agree to participate in Believe in Bristol grant testimonials and potential media mentions or photos.

 Print Signature of Business Owner Signature of Business Owner

 Print Name of Business Co-Owner Signature of Co-Business Owner
 (if applicable) (if applicable)

 Print Name of Business Co-Owner Signature of Co-Business Owner
 (if applicable) (if applicable)

Date: _____

Believe in Bristol is an equal opportunity provider

