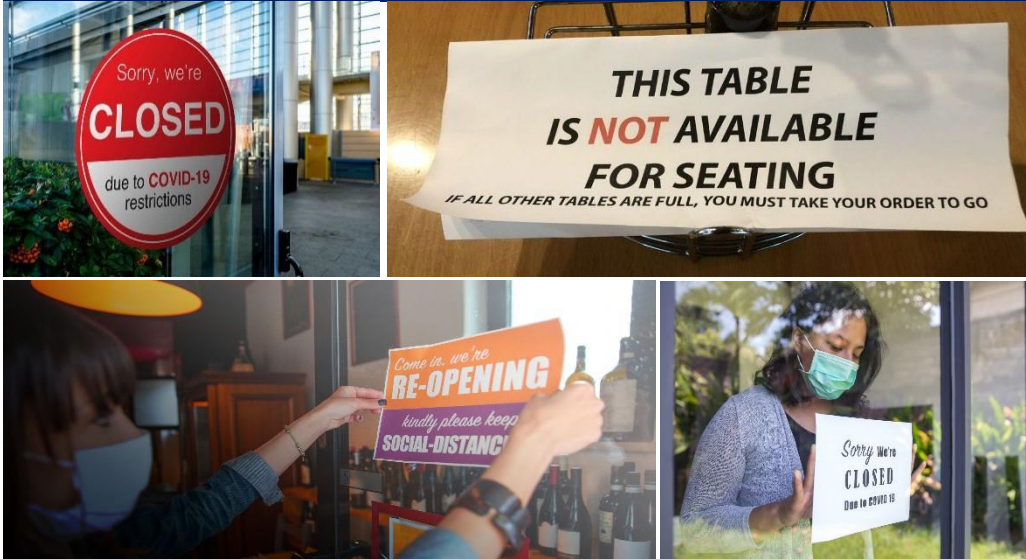


# GREENE COUNTY Forgivable Advance for Small Business Assistance (FASBA)



## Forgivable Advance for Small Business Assistance (FASBA)

This program will loan businesses money, which will be completely forgiven if business retains/creates a full-time position for low-income persons. Funds can be used for the following:

### Eligible Expenses:

- ✓ Payroll
- ✓ Rent/Mortgage
- ✓ Utilities (gas, phone, etc.)
- ✓ Supplies (up to 90 days)
- ✓ Inventory (180 days)
- ✓ Insurance
- ✓ Accounting
- ✓ Legal
- ✓ Advertising

\*\*Reimbursement using CDBG-CV funds may be eligible if the costs incurred can be documented to "prevent, prepare for, and respond to coronavirus."

## PURPOSE

The Forgivable Advance for Small Business Assistance (FASBA) provides up to \$50,000 grants for small, local businesses who have been impacted by the COVID-19 pandemic. Using federal grants to fund these local programs to relieve businesses of the economic disaster and keep the county thriving. **This is not a first-come, first-served program.**

## To be eligible a business must:

- Demonstrate it experienced a 25% annual or quarterly disruption due to the Coronavirus crisis.
- Provide evidence of viability before crisis.
- Document at least one Full Time Equivalent (FTE) job created or retained where the employee meets the definition of low to moderate income OR business and job located in 20% poverty and general distress 30% poverty, central business district and general stress
- Businesses that earn \$1 million or less in revenue are eligible.
- Have at least one-year business operations and at least one-year tax returns.
- Evidence up to date on taxes or has a payment plan.
- Business has 100 or fewer employees worldwide.

## Ineligible Business:

- Nonprofits
- Real estate developers
- Businesses providing assistance in the form of lobbying or other political activities
- "Sin" businesses, as defined by HUD



# GREENE COUNTY'S FORGIVABLE ADVANCE FOR SMALL BUSINESS ASSISTANCE

## FUNDING ROUNDS

This is not a first-come, first-served program. There have been two rounds accepted and there was additional funding to open two more rounds, there may be potential future rounds if funding allows\*

**Round 2** April 28, 2021 and will remain open for 10 business days to close May 7, 2021.

**Round 3** May 8, 2021 and will remain open for 10 business days to close May 17, 2021.

\*Business can submit applications after an application window closes for consideration if funds allow

## AWARD AMOUNTS

Grants shall not exceed 20% of the applicant's 2019 gross annual sales/revenue or \$50,000 whichever is less per business and for every grant awarded the businesses must document at least one full time equivalent position through job creation or retention. Applicants will not receive more grant than their annual or quarter loss and grant awards will be reduced if other grant or forgivable sources of funds were received in which exceed the annual/quarter loss.

## DUPLICATION OF BENEFITS

Each business must report other sources of recovery assistance to include any state or federal assistance such as PA Statewide Grant Funds, Paycheck Protection Program, or Economic Injury Disaster Loan, or other CARES Act Funding. If an applicant has received other funds for recurring expenses they must provide documentation for the period of time covered. i.e., other funds cover a lease for April, May June, FASBA can be issued for July August and September; however, grant awards will be reduced if other grant or forgivable sources of funds were received in which lowered the annual/quarter loss.

## ITEMS FOR APPLICATIONS

\*At a minimum, the program requires the following list of items to apply.

### CHECKLIST OF ATTACHMENTS

- |                          |  |
|--------------------------|--|
| <input type="checkbox"/> | 2019 FEDERAL INCOME TAX RETURN   |
| <input type="checkbox"/> | 2020 FEDERAL INCOME TAX RETURN OR PROFIT AND LOSS  |
| <input type="checkbox"/> | IRS TAX FORM 4506-T  |
| <input type="checkbox"/> | SIGNED W-9 FORM  |
| <input type="checkbox"/> | CLEAR JOB DESCRIPTION FOR ANY PROPOSED JOB POSITION  |
| <input type="checkbox"/> | LIST OF EMPLOYEES AND MOST RECENT PAY STUBS ( <i>must indicate if/how many furloughed due to COVID</i> ) |

\*additional information required is listed on program application

## MORE INFORMATION

For more information, visit <https://www.co.greene.pa.us/business>  
and/or contact

Greene County Planning and Community Development Office at 724-852-5260

This Project is financed by a grant from the Federal Department of U.S. Treasury, under the administration of the Greene County Department of Planning and Community Development

4/26/2021



**GREENE COUNTY**  
DEPARTMENT OF PLANNING  
& COMMUNITY DEVELOPMENT