



Small Business Recovery Assistance Grant Program

Overview and Objectives of Phase II

Manteca committed \$300,000 in one-time funds to create a Small Business Recovery Assistance Grant Program, SBRAG. Approximately \$34,000 remains to be distributed on a first come first served basis for Phase II.

The objective of this program is to aid new small businesses, that are trying to establish a presence in Manteca's Downtown Central Business District, install features to aid in business continuity during pandemic situations, establish expanded outdoor service options, or engage in façade improvements like exterior painting, signage updates, and window improvements. Grant applications will be accepted beginning August 23, 2021 at 9:00 a.m. Pacific Time. The application period will close once a sufficient number of eligible applications have been received and no later than September 9th at 5 p.m.

Program Overview and Eligibility

1. Grants up to \$10,000 for qualified small businesses with no more than 20 full-time employees.
2. Grants will be given as reimbursements for pre-approved projects only submitted as part of the grant application and must include itemized receipts and invoices
3. Businesses must be Manteca based brick and mortar locations.
4. Preference will be given to the Central Downtown District
5. Non-profits are not eligible for this grant program.
6. Businesses can be new or existing businesses in good standing with the City.
7. New businesses must be at the stage of having a building permit already issued but do not have to have their occupancy permit issued yet.
8. Grants will be awarded on a first-come, first served basis for qualified applicants.
9. Projects directly related to resilience in a pandemic will receive preference.

GRANT APPLICATION PROCESS AND TERMS

1. Grant applications and preliminary budgets must be emailed directly to edbussinesloans@ci.manteca.ca.us **NO EARLIER THAN August 23, 2021, 9:00 AM PST.**
2. If application is deemed complete, application will be reviewed for eligibility and applicants will receive a notice of award within a target of one to two weeks following submission.
 - a. In all cases, the City reserves the right to reject any and all applications in the event the City identifies a potential conflict of interest or the appearance of a conflict of interest.
 - b. Submission of an application in no way obligates the City to award a grant and the City reserves the right to reject any or all applications, wholly or in part, at any time, without penalty.
3. Awards will be made on a first-come, first-served basis, and if awarded, this application becomes a binding contract between the entity named below and the City of Manteca.

4. If awarded, funds may be used for installation of features to aid in business continuity during pandemic events, establish expanded outdoor service options, or engage in façade improvements like exterior painting, signage updates that enhance attraction.
5. After applications are approved, final budgets and detailed descriptions of work to be done will need to be submitted.
6. Each phase of work must be pre-approved by the City in order for reimbursement funds to be issued after work is completed.
7. The City will require before and after digital photos of worksites along with copies of invoices and receipts demonstrating the funds were used for the purpose stated in the application.
8. Businesses unable to properly account for the funds spent in relation to the work done will not receive reimbursement funds.
9. The decisions of the review committee will be final and there will not be an appeal mechanism.

Please direct any questions to edbusinessloans@ci.manteca.ca.us.

Small Business Recovery Assistance Grant Application

Name of Business: _____

Name of Business Owner(s) (as shown on your income tax return): _____

Business Address: _____

Contact Person Name and Title: _____

Contact Person E-mail: _____ Phone: _____

Business License # or City Building Permit # issued (New Business): _____

Project Type (select one):

- Installation of features to aid in business continuity during pandemic situations
- Establishing expanded outdoor service options (Sidewalk Café Dinning, Curbside Pickup)
- Façade improvements like exterior paint, signage, and window improvements.

Project Description:

Please provide a short description of your proposed project with estimated total costs and the amount of grant assistance being requested. (Submit application with preliminary budget.)

