

SMALL BUSINESS GRANT PROGRAM

Program Guidelines

City of Carson

701 East Carson Street
Carson, CA 90745

310-830-7600
Email

City of Carson Small Business Grant Program

The City of Carson has developed a Small Business Grant Program which is designed to contribute to the overall economic health of City. The Program features grants with of **up to \$25,000** to assist businesses in the City of Carson based on the guidelines below.

- Businesses are required to state their number of full-time equivalent employees. No business with more than 50 full-time equivalent employees is eligible for this program and those with 20 or fewer employees will have preference.
- How long the company has been in business in Carson shall be a consideration and factored into the scoring.
- Bonus points be awarded for business owners belonging to underserved small business groups. “Underserved small business groups” includes women, minorities (people of color), or veteran-owned businesses where the majority (at least 51 percent) of the business is owned and run on a daily basis by said group(s).
- Award Determination Scoring Matrix. Using the criteria from the previous section, the City could develop a scoring matrix that assigns a score based on the type of business in the City and how affected it was by COVID-19, with bonus points for other key factors.
 1. Basic Eligibility (Open prior to March 15, 2020, meets size criteria, meets location criteria, demonstrates pandemic losses, and not a previous Program participant) – 10 points
 2. Business has fewer than 20 employees – 4 points
 3. Business located in Carson more than 5 years – 3 points
 4. Business located in Carson more than 10 years – 6 points
 5. Business located in Carson more than 20 years – 9 points
 6. Business demonstrates 50%+ revenue decline – 15 points
 7. 41-50% revenue decline – 10 points
 8. 31-40% revenue decline – 8 points
 9. 21-30% revenue decline – 5 points
 10. 11-20% revenue decline – 3 points
 11. 1-10% revenue decline – 1 point
 12. Meets diversity criteria – 2 points
 - 13-15 Points – \$ 5,000
 - 16-20 Points – \$10,000
 - 21-25 Points – \$15,000
 - 26-30 Points – \$20,000
 - Over 30 Points – \$25,000

SMALL BUSINESS GRANT PROGRAM APPLICATION

SECTION I - GRANT APPLICATION

Date: _____

Name of Business: _____

Business Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Fax: _____

Federal Tax I.D. #: _____ No. of Employees: _____

Date Business Established: _____

Description of Business: _____

Ownership Structure: (check one)

Sole Proprietorship _____

Partnership _____

Corporation: _____

Sub-Chapter S: _____

Does the business qualify as minority/woman/veteran-owned? Yes _____ No _____

Principal(s) in the business who own 10% or more of the company:

	Name and Title	Home Phone	% Owned	Salary
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____

Have you applied for a City of Carson Small Business Loan or grant since February 1, 2020?
 YES _____ NO _____

If yes, how much? \$ _____

SECTION II - GRANT REQUEST

Amount of Grant Request:

\$ _____

Purpose of Grant Request:

SECTION III - PUBLIC BENEFIT AND ECONOMIC IMPACT

As a result of this proposed loan will the company:

A. Maintain and/or Increase employment opportunities? YES _____ NO _____

If yes, number of jobs created: _____

Will this project save jobs in the Carson?

YES _____ NO _____ How many? _____

B. Provide needed goods and services presently unavailable within the community?

YES _____ NO _____

C. Did the business suffer a decline in revenue during the pandemic? YES ____ NO _____

D. If Yes, by what percent did business decline? _____

SECTION V - CERTIFICATION

I _____, or we _____,

certify as principals of _____,

that all information in this application and its attachments are true, correct and complete to the best of my/our knowledge and are submitted to the City of Carson, California in connection with my/our grant request as noted in the application.

APPLICANT: _____

BY: _____

TITLE: _____

DATE: _____

APPLICATION CHECKLIST

All applicants must provide:

- Application (Completed and Signed by Applicant)
- If incorporated, evidence that applicant has authorization to apply for program
- Copy of Valid Carson Business License (Applicant)
- Provide clear photo copy of a driver license/state ID for ALL Applicants
- Business Tax Returns for 2019 (if available)
- Business Tax Returns for 2020/2021 (if available)
- Interim Financial Statement (prepared within the last three (3) months)

I hereby declare that the foregoing information is true and correct to the best of my knowledge. I authorize the City of Carson to verify the information to determine my eligibility.

Applicant

Date

Mail or deliver completed application with copies of required documents to:
City of Carson – Department of Community Development
701 E. Carson Street, Carson, CA 90745
or email: