

# Request For Board Action

**REFERRED TO BOARD:** April 5, 2021

**AGENDA ITEM NO:** 9

**ORIGINATING DEPARTMENT:** Community Development

**SUBJECT:** Small Business Grants

## **SUMMARY AND BACKGROUND OF SUBJECT MATTER:**

Pursuant to Village Board direction, Staff has been working with the Economic Development Task Force on a new set of small business grant criteria. Originally, only 23 applications submitted applications and the Village Board approved 6 applications in March 2021. Over the past month, Staff has been working with other applicants on obtaining additional data and based on the new information, we are now in the position to recommend an additional 9 applicants for the \$5,000.00 grants.

Most of the applications did not qualify due to the following criteria:

- ✓ Sales were more than \$500,000.00.
- ✓ Sales decline did not equal the required 25% decline.
- ✓ Previously received other grants in the Summer/Fall.

Staff is now recommending that "Small Business Grants" be approved if applicants meet one of the following criteria:

- ✓ An annual decline of 20% in gross sales in 2020 from the previous year.
- ✓ Gross sales decline of 15% in any quarter in 2020 compared to the same quarter in 2019.
- ✓ Can demonstrate that they generated a positive net income in 2019 and a business loss in 2020.

Based on the information, Staff and the Economic Development Task Force are in the position to recommend approval of the following "Small Business Grants" in the amount of \$5,000.00 each as per the approved criteria:

- |                       |            |                   |
|-----------------------|------------|-------------------|
| • Ms. Peddlers        | \$5,000.00 | Original criteria |
| • Awards by Kaydan    | \$5,000.00 | Original criteria |
| • Painted Lady        | \$5,000.00 | Original criteria |
| • Trillium Yoga       | \$5,000.00 | Original criteria |
| • Reclaim Your Body   | \$5,000.00 | Original criteria |
| • Antioch Flower Shop | \$5,000.00 | Original criteria |
| • Little Bean Coffee  | \$5,000.00 | New criteria      |
| • Family Heirlooms    | \$5,000.00 | New criteria      |
| • Norma Jean          | \$5,000.00 | New criteria      |

# Request For Board Action

**FINANCIAL IMPACT:** The following funds have been identified and will not have a negative impact on the budget.

**DOCUMENTS ATTACHED:**

- 1). Resolution
- 2). Village Board Staff Report

**RECOMMENDED MOTION:**

*We move that the Village Board approve the herewith attached Resolution approving "Small Business Grants" for the businesses commonly known as, Ms. Peddlers, Awards by Kaydan, Painted Lady, Trillium Yoga, Reclaim your Body, Antioch Flower Shop, Family Heirlooms, Norma Jean in the amount of \$5,000.00 each.*

**RESOLUTION NO. 21-**

**A RESOLUTION APPROVING SMALL BUSINESS GRANTS**

WHEREAS, the Covid-19 crisis in 2020 and 2021 has had a devastating impact on the small business community in the Village of Antioch.

WHEREAS, the Village of Antioch supported creating a Small Business Grant program that would provide small business grants to small businesses in order to ameliorate the economic impact that Covid-19 has had on them during the past year.

WHEREAS, a Small Business Grant program was created for restaurants, retail, and personal services with a defined set of criteria and all applications were required to file by the deadline of January 29, 2021.

WHEREAS, based on the number of small businesses that did not qualify for this grant program, a more flexible set of criteria has been proposed for the "Small Business Grant Program".

WHEREAS, using this new criterion and by obtaining additional information from the applicants, Staff and the review committee has been able to recommend additional applications for "Small Business Grants".

WHEREAS, Staff and members of the Economic Development Task Force reviewed the application and based on the approved criteria, and are recommending that the following businesses be approved for \$5,000.00 grants.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Board of Trustees of the Village to Approve a Resolution for approval of Small Business Grants for the following businesses: Ms. Peddlers, Awards by Kaydan, Painted Lady, Trillium Yoga, Reclaim your Body, Antioch Flower Shop, Little Bean Coffee, Family Heirlooms, Norman Jean in the amount of \$5,000.00 for each application.

APPROVED this \_\_\_\_\_ day of April 2021.

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Lawrence M. Hanson  
Mayor

ATTEST:

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Lori K. Romine  
Village Clerk

Trustees  
Mary C. Dominiak  
Jerry T. Johnson  
Ed Macek



Trustees  
Mary J. Pedersen  
Scott A. Pierce  
Ted P. Poulos

**Lawrence M. Hanson, Mayor**  
Lori K. Romine, Village Clerk

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**MEMO TO:** Village President and Board of Trustees  
**FROM:** Michael S. Garrigan, AICP, CNU-A, Community Development Director  
**DATE:** April 5, 2021  
**SUBJECT:** Small Business Grant Criteria

## Background

The Village Board created a “Small Business Grant “program with a set of criteria that would provide small businesses, retail, hair salons, spas, or restaurants, with a maximum grant of \$5,000.00, The approved criteria is below:

- ✓ Small business with 25 or fewer employees.
- ✓ Located within the municipal boundaries of Antioch.
- ✓ A restaurant, coffee shop, retail shop and hair salon, barber, nail salon, or spa
- ✓ Annual sales less than \$500,000 per year.
- ✓ For profit business with FEIN number.
- ✓ Have been closed or had reduced operations due to government orders, public health guidelines or depress market demand due to the Covid-19 crisis.
- ✓ Home based businesses not eligible
- ✓ Service businesses, including professional offices not eligible.
- ✓ National chains not eligible.
- ✓ All local taxes must be current.
- ✓ Independently owned and operated business.
- ✓ Have experienced reduced sales since March 21, 2020.
- ✓ Businesses that are currently not in bankruptcy court.

## Existing Criteria

- 1) Businesses must not have received assistance from federal or state grants (This does not include PPP or loan programs)
- 2) No current violations of this region’s state mitigation regulations.
- 3) The business does not possess a drive-thru or derive more than 50% sales through deliveries.
- 4) Reduced sales or gross revenue of a minimum of 25% since March 21, 2020 from the calendar year of 2019. Businesses that have a higher rate of decline in gross sales, while also being able to demonstrate that they are viable businesses will be given priority based on the limited funds available.

## Analysis

Based on the first round of applications and the challenge in meeting the above-referenced criteria, Staff and the Economic Development Task Force have worked on the following criterion.

### Applicants must demonstrate one of the following three criteria:

- ✓ *An annual decline of 20% in gross sales in 2020 from the previous year.*
- ✓ *Gross sales decline of 15% in any quarter in 2020 compared to the same quarter in 2019.*
- ✓ *Can demonstrate that they generated a positive net income in 2019 and a business loss in 2020.*

## Analysis

Based on additional information provided by the applicants and new criteria, the review committee for the Small Business Grant program are in the position to make recommendations for the following applicants:

• Ms. Peddlers	\$5,000.00	Original criteria
• Awards by Kaydan	\$5,000.00	Original criteria
• Painted Lady	\$5,000.00	Original criteria
• Trillium Yoga	\$5,000.00	Original criteria
• Reclaim Your Body	\$5,000.00	Original criteria
• Antioch Flower Shop	\$5,000.00	Original criteria
• Little Bean Coffee	\$5,000.00	New criteria
• Family Heirlooms	\$5,000.00	New criteria
• Norma Jean	\$5,000.00	New criteria

Based on the foregoing analysis, Staff is in the position to recommend approval of the “Small Business Grants” highlighted above.

*We move that the Village Board approve the herewith attached Resolution approving “Small Business Grants” for the businesses commonly known as, Ms. Peddlers, Awards by Kaydan, Painted Lady, Trillium Yoga, Reclaim your Body, Antioch Flower Shop, Family Heirlooms, Norma Jean in the amount of \$5,000.00 each.*