

EMERGENCY GRANTS

Goal: to provide grants to businesses facing hardship due to qualifying events such as fire, natural disaster, extreme acts of physical vandalism, utility failure, or highly disruptive public work projects.

- Grants up to \$20,000
- Total funding available: \$425,000

FUNDING PRIORITIES

- Small/Micro business owners that have been historically undercapitalized and cannot withstand a prolonged loss of revenue
- Annual revenue is less than \$500,000

BUSINESS ELIGIBILITY CHECKLIST

- Located in Philadelphia
- Independently owned and operated
- Operates a storefront or physical location (food trucks and kiosks are eligible)
- Is in compliance with all federal, state, and local taxes (or on an approved payment plan)
- Has the required federal, state, and local licenses and permits to operate legally
- Must be able to show a financial need for the potential grant
- If closed due to emergency, must have the intention to reopen
- Non-profits are ineligible

WHAT YOU'LL NEED TO APPLY:

- Basic information about your business, such as:
 - Type of business
 - Annual revenues
 - Debt schedule
 - Number of employees
- Description of emergency/damage & photos
- Signed W-9 for business
- Most recently filed **federal tax return**

DECISION-MAKING PROCESS

- Applications are reviewed weekly by The Merchants Fund and Philadelphia Department of Commerce
- Funding decisions will generally be made within 2-3 weeks of submission
 - Timeline based upon applicant's response time to potential follow-up questions

OTHER THINGS TO KNOW

- You can contact the Office of Business Services for help with an application and for translation services in any language, including but not limited to:

○ Arabic	○ French
○ Cambodian (Khmer)	○ Spanish
○ Chinese (Mandarin & Cantonese)	○ Vietnamese

- A strong application will:
 - Clearly demonstrate the need for a grant
 - Clearly explain the plan for how a grant will be used, including short-term and long-term goals for stabilization or recovery
- Common reasons applications are **not** funded include:
 - the applicant knowingly withholds important information or is not truthful
 - the application is incomplete and/or does not provide the required information
 - the applicant does not demonstrate the ability to be able to re-open
 - the applicant does not demonstrate the need for a grant