

Chariton County CARES Small Business & Non-Profit Relief

Application Instructions

The Chariton County Commission recognizes the negative impact of COVID-19 on small businesses & non-profits in our county. We have established a grant relief program to assist you during these difficult times. Every business and non-profit is important to us.

Chariton County is distributing Coronavirus Relief Funds, on an application basis, to eligible county businesses and non-profits. Funds may only be used to cover costs that:

- are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
- were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020.

Program Eligibility

The program funds will be allocated to eligible and qualified small businesses and non-profits based on availability. Applications and supporting documentation are required for review and approval. Please note, applications for funds are considered public information.

To be eligible, businesses & non-profits must meet the following requirements:

- Must be a for-profit, independently owned business or independently operated franchise, or non-profit organization geographically located within the borders of Chariton County.
- Must possess a current city, county, and state license or permit to operate, as applicable.
- Must have a physical building in Chariton County.
- Must employ between 1 and 30 full-time or part-time employees, including owner.
- Must provide proof of a hardship created by COVID-19 (i.e. employee layoffs, purchase of added safety items, added expenses due to COVID-19, etc.).
- Must use funds for operational needs, such as employee expenses, lease/mortgage payments, utilities, materials, supplies and services.
- Must be in compliance with local, state, and federal non-discrimination policy, and in overall good standing with city and county service providers as of February 1, 2020 (e.g., current on utility bills, no liens or judgments, and prior year(s) property taxes, state and federal taxes).
- Must not apply for expenses which have already been covered using a Paycheck Protection Program loan or similar Federal or State program.

Please complete the attached application and provide copies of required documentation. If your business/non-profit is within city limits, please obtain the city's signed approval of your application before submittal. You must also receive the Chariton County Collector-Treasurer's confirmation of payment of current taxes and merchant license.

Submit completed application and required documentation to:

- Chariton County Commission
306 S Cherry St.
Keytesville, MO 65261
- or by email at commission@charitonco.com

Points of contact to email or call:

- Chariton County Commission
- 660-288-3200
- commission@charitonco.com
- Evan Emmerich, Presiding Commissioner
- Steve Atkinson, Eastern District Commissioner
- Danny Price, Western District Commissioner

Nonexclusive examples of ineligible expenditures:

- Expenses for the State share of Medicaid
- Damages covered by insurance
- Expenses that have been, or will be reimbursed under any Federal program, such as the reimbursement by the Federal government pursuant to the CARES Act of contributions by States to State unemployment funds
- Reimbursement to donors for donated items or services
- Workforce bonuses, other than hazard pay or overtime
- Severance pay
- Legal settlements

REVENUE REPLACEMENT IS NOT A PERMISSIBLE USE OF FUND PAYMENTS.

Applications will be accepted until September 21, 2020.