



Morgan County Utah
 Community & Economic Development
 PO BOX 886
 48 West Young Street
 Morgan, UT 84050

Morgan County Cares Business Grant Scoring Matrix

Updated August 18, 2020

The Morgan County CARES Business Grant Program (the “Morgan CARES Program”) is offered pursuant to funding received by Morgan County (the “County”) through the federal Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”). Funding will be made available to a limited number of businesses, with less than 50 employees that meet specific requirements set by the Morgan County CARES Program.

Program Requirements

The plan is to review and rank each application based on the following weighted scoring system:

<i>Criteria</i>	<i>Points Available</i>	<i>Points Received</i>
1. Businesses that meet the stated grant requirements	4	
2. Businesses that applied but did not receive funding from the Small Business Administration and/or the Governor’s Office of Economic Development loan programs.	4	
3. Businesses that were unable to practice safe social distancing and needed to close, in accordance with state and local guidance (e.g. personal services, gyms, spas, etc.).	5	
4. Businesses that voluntarily closed, partially closed, or implemented procedures to promote social distancing measures, in accordance with state and local guidance.	3	
5. Businesses with an average monthly revenue/income loss greater than 50% due to COVID-19.	5	
6. Businesses that are independently or locally owned (Morgan County resident).	2	
7. Businesses with a physical commercial location in Morgan County.	2	
8. Businesses that have been open for at least two years.	2	
9. Businesses that employ full time employees, as defined by Federal Standards.	3	
10. Businesses able to document specific additional expenses incurred to accommodate social distancing requirements	3	



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Eligibility

The Morgan County wants to ensure as many businesses as possible that have been significantly impacted by the COVID-19 Pandemic are qualified to apply for the Morgan CARES Program. To accomplish this, the County has established eligibility requirements:

1. For-profit or non-profit businesses with less than 50 employees, as of March 1, 2020.
2. Business must be located within the boundaries of Morgan County.
3. Business experienced a significant negative impact from the COVID-19 Pandemic.
4. Business must be open or have a plan to reopen as of date of application submission.
5. Business must be current on property taxes and have no legal actions against or from the County.
6. Owner must be 18 years or older and have a valid EIN or if sole proprietor, social security number.
7. Only one grant award per EIN or social security number will be considered
8. Businesses must have made at least \$10,000 in 2019 revenue/income.
9. Must have ability to document and report on funds, if received.

These prioritizations are not mandatory, businesses that do not meet all the priorities are still eligible to receive a grant award on a reduced basis.

Terms

Funds are provided as a grant. Repayment is only required if the grant agreement is violated or the County determines duplication of benefits has occurred (see Duplication of Benefits). Grants will be awarded based on number of employees as of March 1, 2020, as outlined below.

Sole Proprietor - \$5,000
1-9 Employees - \$7,000
10-49 Employees - \$10,000

Program Service Area

Funds under the Morgan County CARES Program are available to eligible for-profit and non-profit businesses located within Morgan County. Guidelines prohibit the distribution of funds for multiple locations for the same business, unless each location has a separate employee identification number (EIN)

Funding Source

The Morgan County CARES Program is funded through CARES Act funds provided by the United States Department of Treasury to the State of Utah and provided to the County.

Duplication of Benefits

Eligible Businesses may have already received federally-subsidized disaster assistance as long as Morgan County CARES benefits do not duplicate any part of their disaster loss covered by insurance or another source, such as the Small Business Administration (SBA) programs (PPP and EIDL), the Federal Emergency Management Agency (FEMA), and state programs (Commercial Rental Assistance). Applicants for the Morgan County CARES Program must disclose any funds applied for or received from these sources or other federal and state assistance programs and justify the need for additional grant funding. It is the County's sole discretion to determine if funds received from any of these sources



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constitutes a duplication of benefits. If a duplication of benefits determination is made after the County funds have been disbursed, the amount of funds that were determined to be duplicative must be repaid to the County.

Eligible Use of Funds

Grant money may be used on operating expenses (payroll, rent or mortgage, utilities, insurance, inventory, etc.) and/or COVID-19 related expenses. As outlined in the Duplication of Benefits, any uses paid for by other federal or state assistance programs cannot be paid for with Morgan County CARES Grant Funds. If a duplication of benefits determination is made, the amount of funds that were determined to be duplicative must be repaid to the County.



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Required Documentation:

The following documents are required for each application:

- 1) Business Federal Tax and Unemployment Insurance Returns:
 - a) 2019 Business Federal Tax Returns or for self-employed/sole proprietor 2019 1040 with Schedule C OR if 2019 tax return is not yet filed, 2018 Business Federal Tax Returns or for self-employed/sole proprietor 2018 1040 with Schedule C.
 - b) Pre-COVID employee count with verifiable number of employees per month for one pay period cycle that falls within the time frame of January 1, 2020 through March 30, 2020, such as Utah Department of Workforce Services Quarterly report, Please remove any information that would identify individual employees (SSN#, name, etc.);
- 2) Gross Business Revenues for the following time periods:
 - a) March 1, 2019 – July 31, 2019
 - b) March 1, 2020 – May 31, 2020
- 3) W-9 or W-8 Form; and
- 4) Copy of Driver's Licenses of all owners.

Morgan County CARES Program Prioritization

It is anticipated that there will be more funding requests than money allocated for the Morgan County CARES Program, the County will review and rank applications in order to prioritize disbursement of the Morgan County CARES Program funds. The applications will be ranked according to the following prioritizations:

1. Businesses that were unable to practice safe social distancing and needed to close, in accordance with state and local guidance (e.g. personal services, gyms, spas, etc.).
2. Businesses that applied but did not receive funding from the Small Business Administration and/or the Governor's Office of Economic Development loan programs.
3. Businesses that voluntarily closed or partially closed to promote social distancing measures, in accordance with state and local guidance.
4. Businesses with an average monthly revenue/income loss greater than 50% due to COVID-19.
5. Businesses that are independently or locally owned, with a physical commercial location in the County.
6. Businesses that have been open for at least two years.
7. Businesses that employ full time employees, as defined by Federal Standards.
8. Businesses that are active members of the Morgan County Chamber of Commerce

Program Operations and Grant Processing

Morgan County CARES Program Marketing

The Morgan County CARES Program marketing will be conducted by the County, in partnership with the County's economic development stakeholders. Examples include social media posts, email distribution of materials to businesses registered with the chamber of commerce, and other economic development organizations. The County will answer technical assistance phone calls for the small business community through the chamber of Commerce, Tina Cannon or Mike Newton Council Members.



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Equal Opportunity Compliance

The Morgan County CARES Program will be implemented in a manner consistent with the County's commitment to State and Federal equal opportunity laws. No person or business shall be excluded from participation in, denied the benefit of, or be subjected to discrimination on the basis of his or her religion, age, race, color, ancestry, national origin, sex, marital status, family status, disability, sexual orientation, gender identity, veteran status or other arbitrary cause.

Applicant Confidentiality

Generally, application materials and grants awarded are subject to public disclosure. However, Utah state law allows for certain personal and financial information to be withheld from disclosure in order to protect the privacy of the applicants. All personal and business financial information will be kept confidential to the extent permitted by law.

Application Submission and Selection

The County will review and rank applications in order to prioritize disbursement of the Morgan County CARES Program. The applications will be ranked according to the prioritizations outlined above (see Morgan County CARES Program Prioritization). All completed eligible applications, submitted on Monday, June 1, 2020 through Tuesday, September 1, 2020, via the County's application portal will be considered for the first round of funding. Dependent on future allocations, the Morgan County CARES Program may have additional rounds of funding. Businesses not selected during the first round of funding, and those who submit applications after September 1, 2020 at 11:59 PM will be considered for the additional rounds of funding, if available.