**GRANT PURPOSE: HOW CAN THE FUNDS BE USED?**

Grants funds are to be used to reimburse businesses for operational expenses incurred by Business Disruption as a result of the COVID-19 public health emergency.  **Funds may only be used to only to reimburse expenses and are not to replace lost revenue.**  Examples include:

**\*Mortgage, rent, utility and insurance premium costs**(Mortgage, rent, utility and insurance premium costs during the period the business is closed or curtailed (from March 2020 thru the date of application submission and during the Impacted Period).

* **\*Reopening costs**(Costs incurred during a reopening process, including the additional business interruption resulting from any limiting of accessibility to the public; also costs for displaying and/or communicating state-based requirements for public access.)
* **\*Costs for safety measures (**Operating costs in March, 2020 thru the date of application submission for the purchase of items meant to protect the public and employees, such as masks and sanitizer; and other costs of implementing any required safety measures undertaken in order to reopen the business.)
* **\*Payroll** during a closure in March 2020 thru the date of application submission and during the Impacted Period. However, as with all expenses, recipients may not use these funds to cover expenses that have been or will be reimbursed by other means such as Federal or State funding or insurance proceeds.
* **A business may not request reimbursement for revenue loss.**

**HOME-BASED BUSINESSES**

1.Primary mortgage or rent, property insurance (including renter’s insurance), and utilities (electric, water and sewer).  See note\* below.

\***Note: Reimbursement for these monthly expenses will be based on the calculated percentage use of your home by your business.** The applicant will be required to provide the total area (square footage) used regularly and exclusive for your business as well as the total area of your home (including accessory structures if they are being use for your business). **Daycare facilities will be required to provide the Form 8829** prepared as part of your taxes that determines the percentage of business use of your home.

2.Commercial Liability Insurance, provided premiums were due and payable between March 2020 and the time of application for the Impacted Period.

**IMPACTED PERIOD:** The period in which a business was impacted due to the COVID-19 public health emergency between March 2020 and the date of the application submission.

3.Telephone, provided it is a dedicated line for the business and listed in the business’s name.

4.Internet, provided the account is a business account listed in the business’s name.

5.Payroll during a closure in March 2020 thru the date of application submission and for the Impacted Period.

6.Reopening and safety measure costs incurred for the purchase of items meant to protect the public and employees (i.e., masks, sanitizer and other costs to implement safety measures undertaken to reopen the business) in response to the COVID-19 public health emergency.

7.Communication and marketing expenses in response to the COVID-19 public health emergency.

8.Training and educational costs related to and in response to the COVID-19 public health emergency.

9.Expenses related to modifying business operations including a conversion to online platforms for sales, enabling remote operations and/or measures to promote social distancing and safety in response to the COVID-19 public health emergency.

A business **may not** claim reimbursement for revenue loss.

A business **may not** claim reimbursement for mileage or fuel.

The applicant will have to demonstrate business expenses clearly and succinctly to claim them as reimbursement expenses, and the final determination of eligibility is at the sole discretion of St. Lucie County.  **However, as with all expenses, grant recipients may not use these funds to cover expense for which the business has been or will be reimbursed by other CARES (Coronavirus, Aid, Relief and Economic Security) Act program or insurance proceeds.**