



## Frequently Asked Questions

### **Are all businesses eligible for the Restaurant Resiliency Fund (RRF)?**

No. To be eligible, the restaurant must be a Prince George's County based business, with principle business office(s) or location physically located in Prince George's County. The restaurant must also meet US Small Business Administration (SBA) definition of a small business. Restaurants must be for-profit. Sole Proprietors, 1099s, and independent contractors are eligible.

### **Why types of restaurants can apply?**

The business must have a physical location as evidenced by a Food Service Facility License/Permit. Food truck and catering companies are eligible to apply. The primary function of the business must be food service.

### **My restaurant is closed. Can I apply?**

Yes. You must commit to reopening within 30 days receiving the grant award.

### **Are sole proprietors eligible?**

Yes. As long as the business can demonstrate a history of operations and provide supporting documentation, it may be organized under any legal structure. We are accepting applications from sole proprietors with no full-time (W2) employees.

### **Can I still apply for the Business Recovery Initiative if I've received funds from other financial programs such as the Paycheck Protection Program (PPP) or Economic Injury Disaster Loan (EIDL)?**

Yes. In the application, you will need to identify which program you have received funds, how much, and how those funds were used.

## **What expenses can be covered by Restaurant Resiliency Fund assistance?**

Businesses may receive a grant up to \$25,000 to support COVID-related costs. Covid-related costs include the following:

- Working capital, such as rent, payroll, and job training
- Purchase of equipment and services to expand outdoor dining, such as tents, heaters, warmers, and carts
- Capital or leasehold improvements, such as HVAC system upgrades, to improve air quality
- interior improvements to support social distancing such as sneeze guards, protective shields, transaction windows, tables/chairs for social distancing
- Technology and marketing to support carryout and delivery
- Purchase of PPE and disposable food containers and utensils
- Sanitization services
- Operating expenses (rent, payroll, inventory, insurance, utilities)

Businesses must identify the intended use of the funds by completing the expense chart. The expenses identified should be consistent with the eligible use of funds and equal the grant amount requested.

## **If I own multiple restaurants, can I apply for each location?**

Yes. Each application must have a separate address and food service license/permit.

## **What type of organization documents am I required to submit?**

1. Limited Liability Company or LLC - A business organized as a limited liability company must provide the following:
  - a. Operating Agreement, with all amendments.
2. Partnership (General and Limited) - A business organized as a general or limited partnership must provide the following:
  - a. Partnership Agreement, with all amendments.
3. Corporation - A business organized as a corporation must provide the following:
  - a. Bylaws, with all amendments.

## **I am a sole proprietor, what type of organization documents do I need to provide?**

If a business is a sole proprietor, 1099 or independent contractor, they must substantiate that they are a business. This can be substantiated by providing a copy of the trade registration documents (if a trade name is used) or a business EIN Number (Federal Tax ID Number). The business must be in good standing with the State of Maryland as a Certificate of Good Standing is required for approval.

If you are a sole proprietor that is not registered with the State of Maryland and therefore do not have a Certificate of Good Standing, upload a statement stating "as a sole proprietor, the business is not required to register with the State of Maryland". The application portal will not allow you to submit your application without an attachment.

## **Will I have to pay taxes on the grant?**

Updated 11/12/2020

Grant funds may be reported as taxable income to the businesses. IRS 1099 Forms will be issued to each grant recipient.

**How do I know if I am approved and when will funds be distributed?**

You will receive an email from the processing team notifying you of your award. Upon notification, you will need to sign a Grant Agreement and submitted the required document. The terms of the Grant Agreement are non-negotiable. The funds will be electronically deposited through an ACH bank payment within 14 days of completing the Grant Agreement.