

FREQUENTLY ASKED QUESTIONS

Have questions? We're here to help! If you have questions not answered below, please contact us at info@douglascountysmallbusiness.com

Q: When is the deadline to apply?

A: Businesses have until Friday, September 11th, 2020, at 5:00pm to submit their application for the grant.

Q: After I apply, when will I be notified whether I will receive a grant? And, when can I expect to receive the funds?

A: You will receive notification that your application has been received, but review and selection will not take place until after the application closes on September 11, 2020. The grant review committee will hold the lottery for businesses that meet all requirements and funds will be awarded at a later date. All applicants will be notified regardless of whether they do or do not receive grant funding.

Q: How will the businesses be selected?

A: Businesses that meet all eligibility requirements will be placed into a lottery drawing and selected at random.

Q: Must my business be located in Douglas County to apply?

A: Yes, your business must be located within the boundaries in Douglas County, Georgia and have a valid business license from Douglas County Government or the City of Douglasville, Villa Rica or Austell as of March 1, 2020.

Q: If I received funds from the Small Business Administration EIDL or PPP sources, am I eligible to apply for this grant?

A: Yes.

Q: If I am a sole-proprietor with no employees, can I apply?

A: Absolutely! In the application, indicate that you are a Sole Proprietor with No Employees and the application will amend itself to not require 941 forms or the Certificate of Existence or Certificate of Organization.

Q: Are non-profits eligible to apply?

A: Yes! Non-profits must hold a business license in Douglas County, Douglasville, Villa Rica, or Austell as of March 1, 2020 as well as meet the other eligibility requirements and uses. A non-profit organization

must also submit their IRS or a copy of their IRS Form 990.

Q: If my 2019 taxes are not complete, what can be sent in its place?

A: If no 2019 tax return is available, provide 2018 tax return and Annual or Quarterly Balance Sheet or Profit & Loss Statement

Q: If you reach out to me to make a change to my application, how do I do that?

A: Use your login and password on the grant site to login and make any changes we've requested. Please note that you have 72 hours OR until September 11th at 5 p.m., whichever comes first, to make the change before the reviewing period closes and your application will move forward without the changes or additions we have recommended. Once eligibility reviews begin, applicants will no longer be able to make changes to their applications

Q: What if I don't have a business license, Can I still apply?

A: You must have a current, non-expired business license from the City of Douglasville, Villa Rica, Austell or Douglas County in order to apply.

Q: I just renewed my business license online, but the new certificate has not come in. Can I still apply?

A: Yes! Please submit your 2019 Business License as well as the receipt showing us that you have paid for your 2020 Business License. If your application is funded, we will need an updated copy of your 2020 business license prior to the disbursement of any funding.

Q: How long does a grant recipient have to utilize the funds?

A: These funds are reimbursement for expenses incurred between March 13, 2020 and June 30, 2020. Businesses must submit an itemized summary of eligible reimbursable COVID-19 expenses with corresponding receipts and invoices between March 13, 2020, and June 30, 2020.

Q: Do part-time employees count?

A: Yes, each part time employee will count the same as a full time employee. Verification of the number of employees will be required documentation on the application – for businesses with 2 to 25 employees a W3 or IRS Form 941 prior to March 13, 2020 and for sole proprietors a Schedule C or IRS Form 1040.

Q: If my business has been in operation since 2017 and I do not have a business license, can I obtain a license now and am I eligible to apply?

A: No, you must have a business license before March 1, 2019.