



Emergency Economic Recovery Grants

COVID-19 Financial Assistance for Businesses



\$152,000,000

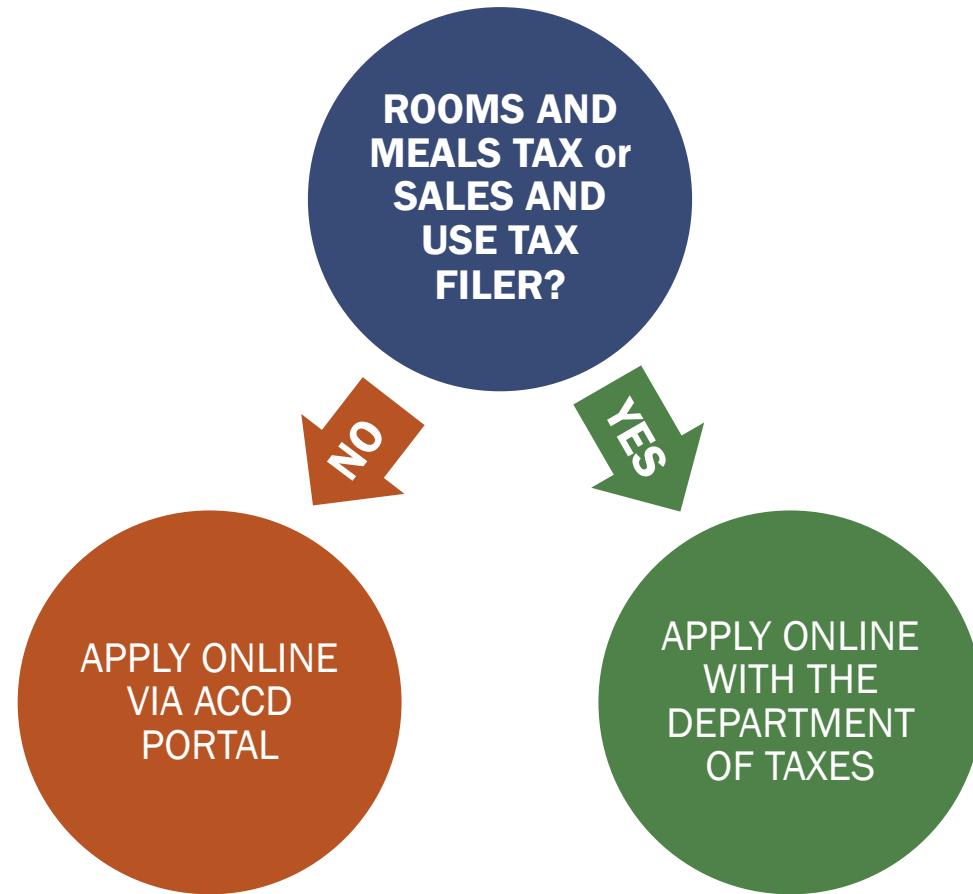
The Legislature created the **Emergency Economic Recovery Grants program** at the Department of Taxes and the Agency of Commerce and Community Development.

- \$152,000,000 million of funds from the Federal Coronavirus Relief Fund (CRF) to the Vermont Department of Taxes and the Agency of Commerce and Community Development to issue grants to eligible Vermont businesses and nonprofits **that have suffered 50% revenue loss or more due** the COVID-19 public health emergency.

The Economic Recovery Grants application process will open on Monday, July 6th.

ONE PROGRAM, TWO ENTRY POINTS

- Does your business file Rooms & Meals tax and/or Sales & Use taxes?
- **IF YES**, you will apply for a grant with the Department of Taxes via MyVTax
- **IF NO**, you will apply for a grant with the Agency of Commerce and Community Development via their online portal.



SECTOR EXCEPTIONS

AGRICULTURAL PRODUCERS AND PROCESSORS: Agricultural producers and processors may apply for funding through the Vermont Agency of Agriculture. The Agency will be providing \$25 million to dairy producers and processors, \$5 million to non-dairy agricultural producers, \$500,000 to agricultural fairs, and at least \$2 million to agricultural organizations through the Working Lands Enterprise Board.

- **More information:** <https://agriculture.vermont.gov/vermont-covid-agriculture-assistance-program>.

HEALTH CARE PROVIDERS/BUSINESSES: Healthcare Providers should apply for funding through the Agency of Human Services (AHS). AHS is administering a \$275 million Health Care Provider Stabilization Grant Program for a broad array of healthcare providers including: hospitals, private medical practices, dentists, health centers, laboratory and imaging centers, mental health providers, substance abuse disorder treatment providers, emergency medical service and ambulance providers, physical therapists, podiatrist, optometrists, chiropractors, and other health care providers licensed by the Board of Medical Practice or the Office of Professional Regulation.

- **More information:** <https://humanservices.vermont.gov/>

CHILD CARE PROVIDERS, SUMMER CAMPS, AFTER SCHOOL PROGRAMS: These businesses should apply for funding through the Agency of Human Services (AHS). The Agency of Human Services received \$12 million to provide additional restart grants and other costs to child care providers, summer camps and after school programs.

- **More Information:** <https://dcf.vermont.gov/cdd>.

GOVERNMENT ENTITIES: Government entities should apply for funding through the Agency of Administration. The Agency of Administration will administer a special grant fund for the purpose of issuing grants to units of local government to reimburse eligible COVID-19 expenses incurred on or before December 30, 2020.

- **More information:** <https://aoa.vermont.gov/>.

SECTOR EXCEPTIONS

FORESTRY BUSINESSES: Vermont forestry businesses, including those primarily engaged in managing, harvesting, trucking, processing, manufacturing, crafting, or distributing forest or wood products derived from Vermont forests, including consulting forestry services and secondary manufacturers of wood products, should apply for the \$5 million Forest Economy Stabilization Program at Forest Parks and Recreation.

- **More information:** https://anr.vermont.gov/about_us/emergency-information

SOLE PROPRIETORS: Unless your business is a minority- or women-owned business, you must have at least one non-owner employee to be eligible for an Emergency Economic Recovery Grant. The employee must be a “W-2” employee, meaning your business issues them a W-2. They do not need to be a full-time employee.

STANDARD AWARD FORMULA

- The amount of the grant will be derived by the following formula:
- Indicated/reported gross annual revenue (or annual combined total sales as reported on meals and rooms or sales and use tax returns) multiplied by 10 percent
- The maximum grant ceiling amount is \$50,000
- **Each business or organization applicant may only receive one grant.**

- Applications are exclusively being accepted through [myVTax](#), the Department's online filing site.
- **If you already have a myVTax account:** Log into your account and click **“Apply for a Vermont Economic Recovery Grant”** under the **“I want to”** section on your account landing page. Filing after logging in to your account will streamline the application by pre-filling much of your business information and will also allow you to request your grant be issued by a direct deposit to your bank account.
You will also receive information about the results of your application faster.
- **If you do not have a myVTax account:** You may still apply without creating an account. From the [myVTax homepage](#), click **“Apply for a Vermont Economic Recovery Grant”** on the bottom of the page.
 - The Department is only able to issue grants by paper check to those without existing myVTax accounts.

If you need help, contact for the Department is:

tax.grants@vermont.gov or **(802) 828-6611**.

ENTRY POINT: Department of Taxes

Application Process

Eligible businesses must meet all of the below criteria in order to access Emergency Economic Grant Funds via the Department of Taxes

The business:

- Is registered to collect and remit Vermont Meals and Rooms Tax or Sales and Use Tax with the Vermont Department of Taxes on a quarterly or monthly basis
- Is domiciled or has its primary place of business in Vermont
- Has one or more non-owner employees in Vermont
- Had more than \$10,000 but less than \$20,000,000 in combined total sales (including exempt sales) as reported on sales and use and meals and rooms tax returns in calendar year 2019
- Has experienced, due to the COVID-19 public health emergency, a 50% or greater drop in combined total sales reported on meals and rooms tax and sales and use tax returns in any one-month period from March 1, 2020 to August 31, 2020, when compared to the same month in 2019.
- Is open for business at the time of application or is closed now due to the COVID-19 public health emergency but can certify to its intention to re-open when able.
- Has filed all required sales and use or meals and rooms tax returns through the May 31, 2020, period due on June 25, 2020.
- Is in good standing with the Vermont Department of Taxes*
- Has not received a Vermont Economic Recovery Grant from another State of Vermont Agency or Department.

**“In good standing” for the purpose of the grant application eligibility means: all required tax returns are filed and all taxes are paid, OR if a business owes any taxes that are past due, there is a documented and current payment plan in place. Taxpayers who only owe February, March, April, or May 2020 sales and use or meals and rooms taxes will be considered in good standing for this grant. Any taxpayers who are otherwise not in good standing may be deemed ineligible for the grant.*

ENTRY POINT: Department of Taxes

Eligibility Criteria



AGENCY OF COMMERCE & COMMUNITY DEVELOPMENT
DEPARTMENT OF TAXES

Eligible businesses must meet all of the below criteria in order to access Emergency Economic Grant Funds via the Agency of Commerce and Community Development:

- Is domiciled or has its primary place of business in Vermont
- Has one or more non-owner employees in Vermont
- Was open and active before February 15, 2020
- Is open at the time of application, or is closed due to the COVID-19 public health emergency but can certify to its intention to re-open when able to
- Is not a business or organization, nor a subsidiary of a business or organization, nor owned by a business or organization, that reported more than \$20,000,000 in total revenue
- Has experienced a 50 percent or greater drop in total revenue in any one-month period from March 1, 2020 to August 31, 2020, when compared with the same month in 2019
- Is not currently in Chapter 7 bankruptcy
- Is in good standing with the Vermont Department of Taxes*
- Is in good standing with the Vermont Secretary of State
- Has not received a Vermont Emergency Economic Recovery Grant from another State of Vermont Agency or Department.

**“In good standing” for the purpose of the grant application eligibility means: all required tax returns are filed and all taxes are paid, OR if a business owes any taxes that are past due, there is a documented and current payment plan in place. Taxpayers who only owe February, March, April, or May 2020 sales and use or meals and rooms taxes will be considered in good standing for this grant. Any taxpayers who are otherwise not in good standing may be deemed ineligible for the grant.*

ENTRY POINT:
**Agency of Commerce
and Community
Development**

Eligibility Criteria

Businesses applying for Emergency Recovery Grants via the Agency's portal are required to provide the following information:

- Federal Employer Identification Number (FEIN); **and**
- The appropriate NAICS code for the applying company; **and**
- Information about any compensation an applying business has already received from insurance, PPP, EIDL, or any other federal grant program for economic damages incurred as a result of COVID-19.
- Vermont Account Identification Number (used by the Vermont Department of Taxes); ***this is not a required field on the application, but will be asked***

ENTRY POINT:
**Agency of Commerce
and Community
Development**

Required Application Information and Documents

Businesses applying for Emergency Recovery Grants via the Agency's portal are required to provide PDF copies of the following documents*:

1. 2019 income statement in monthly intervals; **and**
2. 2020 income statement in monthly intervals; **and**
3. 2019 federal tax return (or Form 990 for organizations exempt from income taxation); **and**
4. 2019 Vermont state tax return.

Applications will not be considered "complete" unless **PDF copies of **all the** required documents are submitted.*

ENTRY POINT:
**Agency of Commerce
and Community
Development**

Required Application Information and
Documents

The Agency would like to reiterate the following:

- Applications will not be considered “complete” unless **PDF copies** of **all the** required documents are submitted. **This format is required because we will not be accepting “photos” of documents.**
- Grants will be given out on a first-come, first-served basis. **Therefore, it is important to enter in ALL required information CORRECTLY upon applying. Any incomplete submitted applications will be taken out of the queue and sent back.**
- **Agency and call-center staff do not have the ability to change ANY submitted fields on applications.** If edits are required (email address, incomplete documents, incorrect business ID information) your application will be taken out of the queue **for you to make those required edits**, and you will resubmit to the end of the queue line.

ENTRY POINT: Agency of Commerce and Community Development

Important Application Information



Economic Recovery Grant Support Center

Do you have questions about eligibility, required documents, fields on the application...etc?

www.accd.Vermont.gov

1. Chat live with a representative through our LIVE CHAT function.
2. Department & Agency FAQ's



AGENCY OF COMMERCE & COMMUNITY DEVELOPMENT
DEPARTMENT OF TAXES

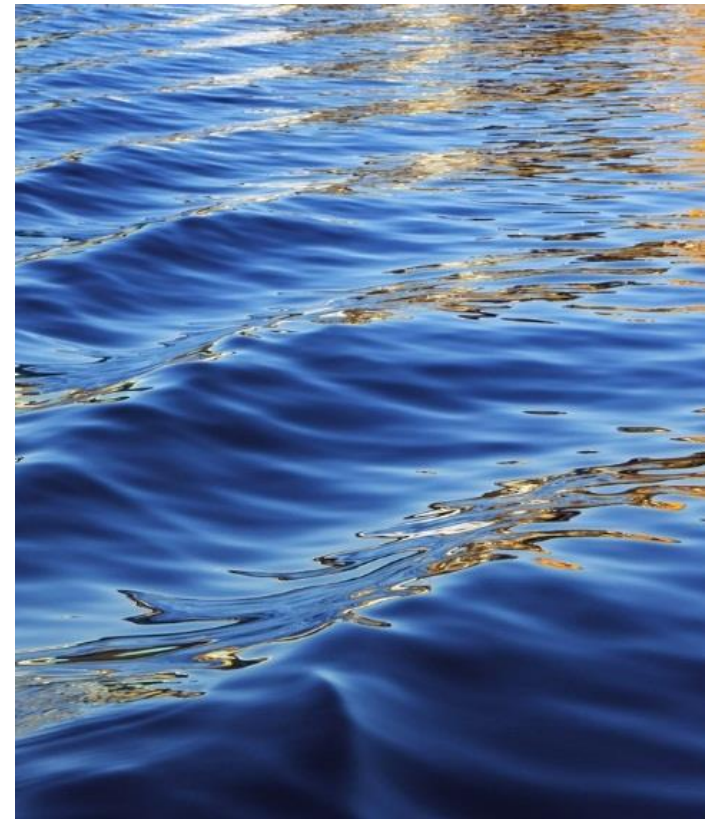


Questions Regarding Grant Application Status:
802-828-1200

8:00 am to 5:00 pm Monday through Friday

9:00 am to 2:00 pm on Saturday.

**The Support Center will be closed
on Saturday July 4, 2020.**



AGENCY OF COMMERCE & COMMUNITY DEVELOPMENT
DEPARTMENT OF TAXES