

## **SUMMARY**

The Elkhart Urban Enterprise Zone Emergency Relief Fund is for locally owned, small businesses located within the City of Elkhart's Urban Enterprise Zone that have been economically impacted by COVID-19 related loss of revenue. This is a grant and requires no repayment of awarded funds. **FUNDING PROVIDED FOR FIRST TIME APPLICANTS OF EUEA-EMERGENCY RELIEF FUND ONLY.**

## **PRIORITY OF FUNDING**

Businesses located within the Elkhart Urban Enterprise Zone (*see map*).

*Awarded funds are to be utilized only for addressed locations listed in the application within the Elkhart Urban Enterprise Zone designated area.*

## **AWARD AMOUNTS**

Applicants may request grants up to \$5,000.00. However, to aid as many local businesses and organizations as possible, the Elkhart Urban Enterprise Association encourages applicants to consider the needs of their business/organization and make a request for an amount suitable for the individual organization. More local partners can benefit from this program in this time of economic recovery if applicants exhibit consideration and compassion for their local business/organization neighbors.

## **OTHER QUALIFICATIONS**

This program is intended to alleviate some of the economic effects the COVID-19 pandemic and subsequent mitigation efforts have had on businesses and organizations within the Elkhart Urban Enterprise Zone.

## **USE OF FUNDS**

The primary objectives of this grant are general operation needs, to settle fixed debts, accounts payable, and other bills that could have been payed otherwise if not for the economic disruption caused by the pandemic and mandated mitigation efforts. The replacement of lost sales or profits or business expansion are not permissible uses. Examples of permissible uses include, but are not limited to are:

- Rent
- Mortgage payments
- Lease payments
- Utility payments (i.e. phone, internet, security, electric, or water)
- Subscriptions
- IT Support license fees

**Funds will be used to pay those vendors directly.**

## REPORTING

Recipients are required to provide documentation to illustrate the appropriate use of funds. Requested documents may include but are not limited to:

- Income statement / P&L statements
- Balance Sheets
- Invoices
- Other

## SUBMISSION AND CONTACT

Applications and inquiries may be dropped off, mailed, or emailed to:

Development Services – Elkhart Urban Enterprise Zone  
229 S Second Street  
Elkhart, Indiana 46515  
(574) 322-4468 Ex. 1027

Applications will be date stamped and reviewed in the order they are received.

ELKHART URBAN ENTERPRISE ASSOCIATION  
**EMERGENCY RELIEF FUND**  
IN RESPONSE TO COVID-19  
APPLICATION

EMERGENCY RELIEF FUND - GUIDELINES AND APPLICATION 2

ELKHART URBAN



ENTERPRISE ZONE  
MANAGED BY ELKHART URBAN ENTERPRISE ASSOCIATION

**CONTACT INFORMATION (Please print or type)**

Business Name \_\_\_\_\_

Address \_\_\_\_\_ City Elkhart State Indiana Zip \_\_\_\_\_

Phone (Business) \_\_\_\_\_

Phone (Mobile) \_\_\_\_\_

Email \_\_\_\_\_

**BUSINESS INFORMATION**

Business Tax ID (EIN or Social Security Number) \_\_\_\_\_

Business Type

- Corporation
- Partnership
- LLC
- Proprietorship

Years in Business \_\_\_\_\_

Number of Employees

FTE \_\_\_\_\_ PTE \_\_\_\_\_



I, \_\_\_\_\_ (Print Name), am formally requesting a grant of  
\$ \_\_\_\_\_ (grant amount, max \$5,000), on behalf of my business,  
\_\_\_\_\_ (business name), due to economic injury as a  
result of the COVID-19 pandemic and/or the subsequent mitigation efforts.

By signing below, you represent that all information in this application is accurate and complete,  
that you are authorized to enter in to contracts, and that no bankruptcy proceedings are in  
progress or anticipated which involved you and/or your business/organization.

*We are not obligated to make a grant to you and/or your business, and we may retain this  
application whether or not a grant is given.*

Print Name \_\_\_\_\_

Sign Name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

Print Name \_\_\_\_\_

Sign Name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

