



## Frequently Asked Questions

### **Are all businesses eligible for the Restaurant Assistance Grant (RAG)?**

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 can be for-profit or a not-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. A business must be engaged in activities that, in accordance with the North American Industrial Classification System, would be included in Code 722320 (Caterers), Code 7224 (Drinking Places (Alcoholic Beverages)), or Code 7225 (Restaurants and Other Eating Places). 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.

### **If I have already received funds through the Restaurant Resiliency Fund can I apply?**

Yes, you may apply. However, businesses that have not received funds will be prioritized.

## **What expenses can be covered by Restaurant Assistance Grant?**

Businesses may receive a grant of \$12,000 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)

Cost for general equipment (like stoves, refrigerator, toilets) or general interior improvements/repair are not eligible.

## **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 be registered 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?**

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 by May 28, 2021. Upon notification, you will need to sign a Grant Agreement and submitted the required document by June 4, 2021. The terms of the Grant Agreement are non-negotiable. The funds will be electronically deposited through an ACH bank payment by June 30, 2021.

**If I began an application for the Restaurant Resiliency Fund, but did not complete it, can I continue that application?**

If you were not awarded funds through the Restaurant Resiliency Fund, please complete a new application.

**I received funds through the Restaurant Resiliency Fund, but don't have my application ID number. Where can I get it?**

Please send an email to [restaurantassistancepgc@co.pg.md.us](mailto:restaurantassistancepgc@co.pg.md.us).