

Essex County Small Business Lease Emergency Assistance Program Guidelines

Small Business Lease Emergency Assistance Grant Program- (“ECSBL-EAGP”)

Total Funding Available: \$9,000,000

Maximum Grant Per Applicant: \$30,000

State Objective:

- Assist eligible small businesses with rent payments to property owners in Essex County impacted by COVID-19
- The need for these funds as per the COVID-19 pandemic is urgent

Distribution Requirements

- Grant will be awarded on a first come first serve basis

OVERVIEW

Essex County has developed a grant program with the intended use of assisting applicants in the County of Essex adversely impacted with business operations due to the COVID-19 pandemic.

This program will provide grants to:

- Tenants leasing commercial space in mixed-use buildings
- Tenants leasing space in commercial buildings
- Store front businesses that lease their space

Eligible applicants will need to supply:

- Current copy of executed lease outlining terms and conditions of said agreement
- Certification from tenant applicant confirming closure date of operations due to COVID-19
- Copy of current NJ tax clearance certificate or current business registration
- Applicant must answer debarment questions included in the application

The applicant must provide:

- Verification from the landlord that the respective business is in good standing with monthly lease obligations prior to March 1, 2020
- Landlord and tenant will need to sign a certification acknowledging amount of outstanding lease obligations, not to exceed \$30,000 (tenant will not be disqualified if monthly lease payments are current/up to date).

As part of the grant agreement, both tenant and landlord are required to sign a commitment that once Essex County releases funds and “payment” is received for the lease obligations, the landlord must certify the tenant will not be displaced during this period of recovery (that is, for the time period for which the grant

	<p>paid the lease obligations). Additionally, the landlord agrees not to seek any remedies against the tenant for not paying the lease obligations that were paid by the grant. In the event the landlord displaces tenant after receipt of lease payment, the Landlord will be responsible for reimbursing the County of Essex for the total amount of the grant awarded.</p>
Eligible Applicants	<p>Commercial tenants located in Essex County currently leasing commercial space in mixed-used buildings, tenants leasing space in commercial buildings, and store front businesses that lease their space. Non-profits entities with the following designations will also be permitted to receive grant funding: 501(c)(3), 501(c)(4), and 501(c)(7).</p> <p>To be eligible as a small business, the applicant's leased premises must be no more than 750000 square feet of leasable space. Priority will be given to leased premises of 5000 square feet or less. Multiple locations leased by the same business shall be aggregated.</p>
Eligible Business Locations	<p>The business must be located in Essex County</p>
Eligible Types of Businesses	<p>Most businesses are eligible to apply for this program but for: Gambling and gaming activities, the conduct or purveyance of "adult" (i.e., pornographic, lewd, prurient, obscene or otherwise similarly disreputable) activities, services, products or materials (including nude, or semi-nude performances or the sale of sexual aids or devices); any auction or bankruptcy or fire or "lost-our-lease" or "going-out-of-business" or similar sales; sales by transient merchants, Christmas tree sales or other outdoor storage; any activity constituting a nuisance; or any illegal purposes. Tattoo shops, vaping and marijuana dispensaries, Restaurants that sell alcohol are not excluded from this program.</p>
Eligible Use of Grant Proceeds	<p>Applicants in need of assistance with monthly lease payments due to COVID 19. Applicant does not have to be delinquent on their lease payment(s) to apply for this program. As a small business owner, the applicant may have exhausted all their savings to avoid closure of the business. Essex will also assist applicants, delinquent as of March 1, 2020.</p>
Selection Criteria	<ul style="list-style-type: none"> • Applicants must be in good standing with the State of New Jersey per the state's annual registration process • Projects must meet the Corona Virus Relief Fund "CRF" eligibility guidelines* • Applicant will need to provide a current tax clearance certificate or current business registration certificate during the time of application <p>***The CRF includes expenditures to allow the state/County of Essex (local government) to respond directly to the emergency by providing economic support to those suffering from employment or business operations due to Covid-19 related business closures.</p>

	The expenditures of using fund payments from the CRF are considered “necessary” in addressing the current pandemic to avoid closure of small businesses located in Essex County
Fees	Not applicable. This program does not entail any fees
Grant Amounts	Not to exceed \$30,000
Timing	Eligible applicants who applied for the SBL-EAGP with NJRA on August 10, 2020 and were not awarded, will have priority to receive grant assistance. In the event funds remain after eligible applicants are awarded, applicants of Essex County that apply for assistance will be awarded on a first come first serve basis.

