

**AGENDA**  
**SPECIAL MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF MORTON, ILLINOIS**  
**TUESDAY, DECEMBER 29, 2020 – 7:00 P.M.**

**REMOTE ONLY MEETING**

**LINK TO JOIN ZOOM MEETING:**  
<https://us02web.zoom.us/j/85386782351>

**PHONE DIAL-IN OPTION:**  
**DIAL (312) 626-6799 MEETING ID: 853 8678 2351 #**

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. PUBLIC COMMENT**
- IV. RESOLUTION 18-21 - A RESOLUTION RATIFYING AMENDMENTS TO THE GRANT PROGRAM APPLICATION**
- V. APPROVAL OF ES GRANT APPLICATIONS AS PER ILLINOIS DCEO BUSINESS GRANT PROGRAM**
- VI. ADJOURNMENT**

**RESOLUTION NO. 18-21**

**RESOLUTION RATIFYING AMENDMENTS TO THE GRANT PROGRAM APPLICATION**

**WHEREAS**, on December 7, 2020, the President and Board of Trustees of the Village of Morton adopted Resolution #16-21 entitled “Resolution Authorizing the Creation of an Economic Support Grant Program Called Village of Morton Business Sustainability Grant” which approved the program narrative for the Village of Morton Business Sustainability Grant program; and

**WHEREAS**, following the adoption of Resolution #16-21 and prior to the submission of the grant application, the Village of Morton determined certain changes were needed to comply with the requirements for the funding opportunity for this grant program; and

**WHEREAS**, an amended Program Narrative and an amended Program Application Package was prepared and submitted to the Department of Commerce and Economic Opportunity; and

**WHEREAS**, due to the deadlines imposed to obtain funding and implement this grant program, it was necessary to amend the Program Narrative without first adopting a new resolution approving the amended Program Narrative; and

**WHEREAS**, the President and Board of Trustees is authorized to ratify the amended Program Narrative and the amended Program Application Package by the adoption of a subsequent resolution.

**NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MORTON**, Tazewell County, Illinois, as follows:

**Section One:** The amended “Program Narrative: Village of Morton Business Sustainability Grant” attached hereto as Exhibit A is hereby ratified and approved, which was submitted to the

Department of Commerce and Economic Opportunity prior to the adoption of this resolution as a part of the grant program application.

**Section Two:** The amended “Program Application Package” attached hereto as Exhibit B is hereby ratified and approved, which was submitted to the Department of Commerce and Economic Opportunity prior to the adoption of this resolution as a part of the grant program application.

**Section Three:** This Resolution shall be in full force and effect upon its passage and approval as required by law.

**PASSED AND APPROVED** at a regular meeting of the President and Board of Trustees of the Village of Morton, Tazewell County, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, 2020; and upon roll call the vote was as follows:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSTAINING: \_\_\_\_\_

**APPROVED** and **ADOPTED** by the Village President and Board of Trustees of the Village of Morton this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
President

**ATTEST:**

\_\_\_\_\_  
Village Clerk

## **EXHIBIT A**

### **Project Narrative: Village of Morton Business Sustainability Grant**

The Village of Morton seeks to establish a new program, named the **Village of Morton Business Sustainability Grant (BSG) Program**, to assist businesses with responding to the economic injury caused by COVID-19. The BSG program would provide grant funds to support business sustainability. The program would provide funding to local businesses to recover costs incurred between March 1, 2020 and November 30, 2020 if they can demonstrate revenue loss related to COVID-19.

### **Business Types Served**

The BSG Program will focus resources towards establishments most adversely effected by the COVID pandemic. These businesses will be for-profit businesses identified by SIC Codes of 5812 ("Eating Places"), 5813 ("Drinking Places"), 7231 ("Beauty Shop" (inclusive of nail salons)), 7241 ("Barber Shops"), 5461 ("Retail Bakeries"), 2051 ("Bread, Cake and Related Products"), 7933 ("Bowling Centers"), and 7832 ("Indoor Movie Theaters"). The primary goal of the Village of Morton BSG Program is to support employment opportunities for Village of Morton residents; assist local businesses most adversely effected by the COVID pandemic recover from lost revenue due to mandatory health mitigation efforts; and to help ensure businesses can survive until mitigation rules are loosened.

### **Applicant Screening**

Village of Morton will publicize the BSG and among its businesses. Interested businesses will complete the application form made available by the Village of Morton. A business may apply for grant funds of up to \$10,000.00 that will reimburse expenses associated with occupancy (rent or mortgage payments) and or utilities. Each business may only receive one (1) grant per FEIN. Grant funds would be limited to the lessor of a) the documented incurred expenses or b) grant maximum allowed.

Professional staff will screen applications. Awards will be made by the Board of Trustees at a public meeting to be held on or prior to December 30, 2020. Eligibility requirements include the following:

- Business must be physically located within corporate boundaries of Village of Morton.
- Business must have been in operation within these corporate boundaries as of March 1, 2020.
- Business must be able to demonstrate a loss of at least 25% in revenue compared to 2019 for month(s) submitted for reimbursement.
- Businesses that received a Business Interruption Grant (BIG) (either an award or notice of award) are ineligible for the BSG program. **The Village will verify that the applicant has not received funding through the BIG program by visiting <https://www2.illinois.gov/dceo/SmallBizAssistance/pages/c19disadvantagedbusgrants.aspx>.**
- **Business must not be on the sam.gov excluded parties list. The Village will access the website <https://www.sam.gov/SAM/pages/public/searchRecords/advancedPIRSearch.jsf>.**
- **Business must be able to verify proof of payment of Illinois taxes. The Village will review the business tax return (or personal tax return, if filing as a self-employed individual) and proof of payment of taxes due.**
- Businesses may not submit expenses to be reimbursed for which other federal, state or local assistance programs were used, including but not limited to the Paycheck Protection Program or Downstate Business Stabilization Program.
- Businesses must acknowledge and sign that they are and will remain in compliance with the Requirements and Certifications as outlined in the Notice of Funding Opportunity.

- Businesses must be in compliance with all local municipal codes, state and federal laws, and state funding requirements. Businesses must also be current on any taxes, fees or fines owed to the municipal, state or federal government.
- Ineligible businesses include not-for-profits, private clubs, businesses that restrict membership, government-owned businesses, businesses that derive more than 33% of their gross annual revenue from gambling activities (except restaurants with gaming terminals), businesses engaged in multi-level marketing, and payday lenders.
- Businesses are ineligible if gross receipts from 1/1/20 to 11/30/20 exceed \$1,000,000 or if the business employed 50 or more W-2 employees in 2019.

#### **Adherence to the U.S. Department of the Treasury Coronavirus Relief Fund Guidance**

The BSG program is permissible under the Coronavirus Relief Fund guidance updated Sept. 2, 2020 via the following eligible expenditure:

*5. Expenses associated with the provision of economic support in connection with the COVID-19 public health emergency, such as: Expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures.*

Eligible businesses at the onset of COVID crisis in March 2020 were forced to drastically adjust operations and were required to adapt their capacity due to a) executive orders by the Governor which restricted, closed or reduced business operational levels, b) the state of Illinois' *Restore Illinois Plan* which gradually allowed businesses to partially reopen in stages but still restricted operating at capacity, and c) a change in consumer purchasing power and buying habits in a COVID dominated world. Coronavirus has and continues to make it financially difficult for businesses to quickly adapt their business model and make operational changes amid COVID. Examples include:

- Nonessential businesses were forced to shut down for several months and many of their supply chains were diminished when they restarted.
- Bars have often been the first businesses that are ordered to suspend service during mitigation orders and are often required to close early.
- Restaurants were limited to providing curbside and pickup service. Many others had to take on the added expense of delivery services and/or dine-out expenses.
- Customers have been slow to return due to their personal financial and/or safety concerns.
- *Restore Illinois* limits the operational capacity of businesses with phased opening by regions. Currently the entire state is under "Tier 3 Mitigation" which limits bars and restaurants to outdoor dining or curbside/delivery. Winter weather severely limits the ability for a bar or restaurant to effectively attract customers to outdoor dining.

#### **Reimbursable Expenditure Test**

The Business Sustainability Grant Program development, application, and awards have been designed to pass the "reimbursable expenditure test" as outlined on DECO's Local CURES webpage:

- The expense is connected to the COVID-19 emergency as evidenced by a demonstrated loss of revenue.
- The expense is "necessary" as funding is limited to occupancy and utility costs which are necessary costs of doing business.
- The expense is not filling a short fall in government revenues.
- The expense is not funded through another budget line item, allotment or allocation, as of March 27, 2020.
- The expense is not being reimbursed through a different emergency response program.
- The expense would not exist without COVID-19 OR would be for a "substantially different" purpose

### **Form of Assistance**

The BSG Program will provide grants to eligible businesses. Each business will be eligible for a grant of up to \$10,000.00 subject to all stated guidelines. Businesses would only be required to repay grant funds if the business itself or its expenses were deemed ineligible or if the business failed to comply with other program requirements and provisions.

### **Administrative Procedures**

The Village of Morton is committed to devoting staff to develop program parameters, required documents, communications strategy, eligibility requirements, application process, application review, award distribution and program reporting requirement compliance. The Business Sustainability Grant Program has been developed to comply with the guidelines outlined by the Local CURES program.

Applications will be accepted until 4:00 p.m. on Monday, December 21, 2020 for all covered expenses for the period of March 1, 2020 through November 30, 2020. Selection of awarded grants shall be made by the Village Board of Trustees at a public meeting held on or before December 30, 2020. Payments will be made via check by January 18, 2021.

As a subrecipient and recipient of a grant award, each business must remain in compliance with the terms and certifications set forth in the Grant Award Compliance certification.

### **Due Diligence and Controls**

The Village of Morton will ensure funds are expended within the parameters of the Economic Support Program, the CARES Act and the U.S. Department of the Treasury guidance. Businesses deemed eligible will be required to sign a certification, executed as part of the application for or receipt of financial assistance, attesting that it is an eligible business as defined in 14 Ill. Admin. Code 700.60(b), and its obligation to comply with the requirements of the Economic Support Program and the related administrative rules at 14 Ill. Admin. Code Part 700.

General Requirements of the program have been defined in the document for applicant screening. This outlines eligibility and sets the basis for applicants to begin the application process.

Businesses are required to repay grant amount in full if found to be in non-compliance.

Applications will be received through 4 pm on Monday December 21, 2020. Each application will be reviewed for completeness and eligibility by Village. All applications deemed eligible for funding will be approved by the Board of Trustees at a public meeting held on or before December 30, 2020. Applicants shall be notified in writing of their award. Payments will be made via check by January 30, 2021. Any business who is deemed ineligible will receive notification in writing. Businesses for whom an application is incomplete shall not be awarded a grant.

The Village will maintain all documentation as outlined in the Notice of Funding Opportunity.

### **Source of Local Funding**

The Village of Morton will hold a reserve fund in the amount equal to the maximum funding for the grant program. The Village shall seek funding approval for a maximum funding for the grant program of \$400,000. In the event funding is approved for less than \$400,000 in grants, then the maximum funding for the grant program shall be that lesser sum, as stated in the Notice of State Award. In the event more than \$400,000 in funding is approved in the Notice of State Award, the maximum funding for the grant program shall be the amount set forth in the Notice of State Award. The reserve fund will serve as a disbursement fund for eligible expenses of selected businesses.

**EXHIBIT B**



## PROGRAM APPLICATION PACKAGE

### VILLAGE OF MORTON Business Sustainability Grant

In response to the Coronavirus Disease 2019 (COVID-19) pandemic, the Village of Morton has partnered with State of Illinois Department of Commerce and Economic Opportunity to create the Business Sustainability Grant to commercial businesses within its corporate boundaries who have been most negatively impacted by the pandemic.

Grant awards are offered as a reimbursement in an amount not to exceed the grant maximum stated in the ***Project Narrative: Village of Morton Business Sustainability Grant*** approved by the President and Board of Trustees (hereinafter “Maximum Grant Amount”) of total verified eligible commercial expenses for lease, mortgage, and/or utility payments incurred from March 1, 2020 – November 30, 2020. For any month for which the applicant is seeking reimbursement, they must be able to demonstrate a decrease of at least 25% in revenue from those same months in 2019. Documentation of revenue loss includes monthly profit and loss statements. (See list of required submittal documents in application procedure section.)

All applications are reviewed by the Village Administrator Julie Smick, or her designee, for completeness and eligibility. The award of grants shall be made by the Village Board of Trustees at a public meeting on or before December 30, 2020. All applications must be complete and submitted by 4:00 p.m. on Monday, December 21, 2020. Applications must be submitted to Village Administrator Julie Smick via email to [jsmick@morton-il.gov](mailto:jsmick@morton-il.gov) unless other arrangements have been made prior to submittal.

**All required information to verify eligibility must be submitted along with the grant application. Any incomplete application shall be rejected by the Board of Trustees.**

For more information, please contact Julie Smick, Village Administrator, 309-266-5361 ext. 284.



## Business Sustainability Program

The immediate goal of the Business Sustainability Program (the "Program") is to provide economic support to Affected Business Owners located within our corporate. To be funded, Affected Business Owners must have an approved application and have signed the Program Certification Agreement found at the end of this document. An awarded business will be required to repay the grant if it is found to be ineligible for funds.

**Applications for the program will be accepted until 4:00 p.m. on December 21, 2020.**

The Program uses funding from the Department of Commerce and Economic Opportunity's Economic Support Payments Grant Program to provide support to Affected Business Owners who have suffered from economic loss and hardship. All Affected Business Owners are invited to apply for a Program Grant at the rate of one (1) grant per Affected Business Owner subject to verification of eligible commercial expenses, availability of funds, and approval of the Village of Morton. Each Grant awarded to an Affected Business Owner through application to the Grant Program shall be limited to a single, lump-sum maximum reimbursement of Maximum Grant Amount of eligible commercial expenses.

Expenses previously reimbursed by any other emergency reimbursement program will be ineligible. Any business that receives an award from the State of Illinois Downstate Business Interruption Grant is ineligible from receiving an award under the Business Sustainability Grant.

### **Definition of Terms**

**Affected Business Owner:** the owner of a for-profit commercial business defined by SIC Codes of 5812 ("Eating Places"), 5813 ("Drinking Places"), 7231 ("Beauty Shop" (inclusive of nail salons)), 7241 ("Barber Shops"), 5461 ("Retail Bakeries"), 2051 ("Bread, Cake and Related Products"), 7933 ("Bowling Centers"), and 7832 ("Indoor Movie Theaters") that can demonstrate economic loss and hardship attributable to COVID-19 and who had occupied a site and commenced commercial activities on or before March 1, 2020.

**Eligible business:** a legal business enterprise licensed by the State of Illinois eligible for financial assistance under DCEO's Local Cure Economic Support Program Grant Program, section 601(a) of the Social Security Act as added by section 5001 of the CARES Act, or other federal legislation addressing the COVID-19 emergency. *Please note: private clubs, businesses that restrict membership, businesses that derive more than 33% of their gross annual revenue from gambling activities (except restaurants with gaming terminals), businesses engaged in pyramid sales, not-for-profits and payday lenders are not eligible businesses under this Program.* Businesses with more than \$1,000,000 in gross revenue in 2020 from January 1, 2020 to November 30, 2020 shall not be eligible. Businesses with more than 50 W-2 employees shall not be eligible.

**Economic loss and hardship:** A decrease in monthly sales or receipts of at least 25% when compared to the same month(s) in 2019. For example, if a business is seeking reimbursement for rental payments in August and September of 2020 it must demonstrate that revenues in those two months were at least 25% less than August and September of 2019.

**Eligible commercial expenses:** lease, mortgage, or utility payments for a commercial location within the boundaries of the Village of Morton incurred between March 1, 2020 – November 30, 2020. Expenses previously reimbursed by CARES funding, Local CURES funding, or any other emergency response program are not eligible for reimbursement. Businesses that receive an award from the State of Illinois Downstate Business Interruption Grant are ineligible from receiving an award under the Business Sustainability Grant. Expenses for rent paid to an owner, member, manager, stockholder, officer, or agent of the grant applicant, or to an entity owned on whole or in part by an owner, member, manager, stockholder, officer, or agent of the grant applicant shall not be eligible for reimbursement.

**Utility:** water, electric, gas, waste disposal, sanitation, telephone, and / or internet services.

**The application procedure is as follows:**

1. Complete the Program Application, including all required attachments or supplemental information, and submit to Julie Smick, Village Administrator, via email to [jsmick@morton-il.gov](mailto:jsmick@morton-il.gov) by 4:00 pm on December 21, 2020. All applications will be reviewed by the Village Administrator. All awards or denials will be made by the Village Board at a public meeting held on or before December 30, 2020.
2. Applicants must provide documentation of all expenses requested for reimbursement. Charges must be incurred between March 1, 2020 and November 30, 2020. Requests for rent reimbursements must be accompanied by a written lease agreement. Requests for mortgage reimbursements must be accompanied by a copy of the mortgage statement from the financial institution holding the mortgage lien. Requests for utility reimbursements must include all invoices for the original charges.
3. Applicants must provide proof of payment for all requested reimbursements. Proof of payment can include copies of cancelled checks, copies of original checks along with copies of bank statements, and/or copies of credit card statements.
4. Applicants must include a current copy of their State of Illinois business registration/IBT Number. [NOTE: Not all businesses require a license issued by the State of Illinois. However, any business that issues payroll checks to employees must register with the Illinois Department of Revenue for an Illinois Business Tax Number ("IBT" No.)]
5. Applicants must provide proof of income tax filings and payment of income tax liabilities for the preceding 12 months.
6. Applicants must provide a profit and loss statement, or other accounting statement, showing a decrease in revenues of at least 25% from 2019 to 2020 for any month(s) reimbursements are requested. Profit and loss statement must be by month in columnar form.
7. Applicants must sign and return a copy of the certification agreement for the Program.
8. The Affected Business Owner's business location must be located at an address within the boundaries of the Village of Morton.
9. The Affected Business Owner's commercial activities must have been in operation as of March 1, 2020 at a location within the Village of Morton.
10. The grant award shall be paid to the Affected Business Owner by January 18, 2021.

**All fields must be completed.**

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

Assumed Name/DBA Name: \_\_\_\_\_

Business Owner(s) Name(s): \_\_\_\_\_

Business Site Address: \_\_\_\_\_

Business Mailing Address: \_\_\_\_\_

Daytime Business Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Preferred contact method for questions about this application (select one):

Business phone

Cell phone

Email

Property Tax ID # \_\_\_\_\_ FEIN: \_\_\_\_\_ Business License No. \_\_\_\_\_

Last 4 of SSN (only if business has no assigned FEIN): \_\_\_\_\_

SIC Code: \_\_\_\_\_

Number of W-2 employees in 2019: \_\_\_\_\_

Gross Revenues 1/1/20 to 11/30/20: \_\_\_\_\_

Funding received from the CARES Act Paycheck Protection Program or any other State, Federal or Local Program for expenses incurred 3/1/20 to 11/30/20: \_\_\_\_\_

**Requested reimbursements:**

Lease Payment(s) Total \$ \_\_\_\_\_ (Copy of signed lease must be provided)

Monthly Lease Payment: \$ \_\_\_\_\_ Month(s) covered: \_\_\_\_\_

Mortgage Payment(s) Total \$ \_\_\_\_\_

Monthly Mortgage Payment: \$ \_\_\_\_\_ Month(s) covered: \_\_\_\_\_

Utility Payment(s) Total \$ \_\_\_\_\_

Gas \$ \_\_\_\_\_ Month(s) covered: \_\_\_\_\_

Electric \$ \_\_\_\_\_ Month(s) covered: \_\_\_\_\_

Water \$ \_\_\_\_\_ Month(s) covered: \_\_\_\_\_

Telephone \$ \_\_\_\_\_ Month(s) covered: \_\_\_\_\_

Internet \$ \_\_\_\_\_ Month(s) covered: \_\_\_\_\_

Waste Disposal \$ \_\_\_\_\_ Month(s) covered: \_\_\_\_\_

Sanitation \$ \_\_\_\_\_ Month(s) covered: \_\_\_\_\_

**Total Amount of Grant Request: \$ \_\_\_\_\_**

**NOTE: All grant awards are limited to Maximum Grant Amount of total verified eligible commercial expenses incurred by the Affected Business Owner between March 1, 2020 – November 30, 2020.**

All grants awarded through the **Business Sustainability Program** (the “Program”) shall be for eligible commercial expenses during the month(s) of documented economic loss and hardship between March 1, 2020 and November 30, 2020. Grants will be received until December 21, 2020 at 4:00 P.M. Grants shall be awarded at a public meeting of the Village Board of Trustees on or before December 30, 2020. In the event more grants are approved than the total available grant funding, all grants awarded shall be reduced, pro rata. Grants shall be paid by January 18, 2021.

**Please read the following requirements carefully.**

**ADDITIONAL REQUIREMENTS:**

Only site addresses that are occupied and operated by the Affected Business Owner located within the Village of Morton are eligible for the Program.

1. Affected Business Owners may apply for and receive Program grants only one time for eligible commercial expenses incurred for the site on or between March 1, 2020 and November 30, 2020.
2. The maximum Program grant amount for each business site approved for the Program shall not exceed the total verified eligible costs up to a total not to exceed the Maximum Grant Award per Affected Business Owner as identified by the Federal Employer Identification Number (FEIN).
3. Affected Business Owners applying for lease reimbursement(s) must, in advance of receiving Program Grant funds: a) provide a copy of a written lease in effect for reimbursement month(s), b) submit proof of payment of the amount owed to the site’s Landlord for each month for which the applicant is seeking reimbursement of lease payments in an amount equal to or greater than the grant amount approved for the Affected Business Owner by the Village of Morton; and c) verify the Affected Business Owner does not owe any outstanding debts or fines payable to the Village of Morton, the State of Illinois, or any other local, state, or federal agency.
4. Affected Business Owners applying for mortgage reimbursement(s) must, in advance of receiving Program Grant funds: a) provide a copy of a written mortgage statement(s) from the financial institution which holds the site’s mortgage lien from the reimbursement month(s), b) submit proof of payment of the amount owed to the mortgage lien holder for each month for which the applicant is seeking reimbursement of mortgage payments in an amount equal to or greater than the grant amount approved for the Affected Business Owner by the Village of Morton; and c) verify the Affected Business Owner does not owe any outstanding debts or fines payable to the Village of Morton, the State of Illinois, or any other local, state, or federal agency.
5. Affected Business Owners applying for utility reimbursement(s) must, in advance of receiving Program Grant funds: a) provide a copy of a written utility billings from the reimbursement month(s), b) submit proof of payment of the amount owed to the utility company for each month for which the applicant is seeking reimbursement of utility payments in an amount equal to or greater than the grant amount approved for the Affected Business Owner by the Village of Morton; and c) verify the Affected Business Owner does not owe any outstanding debts or fines payable to the Village of Morton, the State of Illinois, or any other local, state, or federal agency.
6. All Program Grants awarded through the Program shall be paid to the Affected Business Owner for the specified site address within ten (10) business days following grant approval.
7. The Village’s obligation hereunder to award Program Grant funds for eligible commercial expenses is a limited obligation to be paid solely based on awarded funding from the DCEO Economic Support Payments Grant Program and is subject to the availability of such funds.
8. All Affected Business Owners receiving Program Grant funds must be in compliance with all local Municipal Codes, State laws, and State funding requirements.
9. The Village of Morton reserves the right to approve Program Grant funds only to those Affected Business Owners engaged in commercial activities found to be compliant with the requirements of this Program. The rights and obligations of the Affected Business Owner under this Program Application shall not be assignable.

**Applicant Certification:**

The undersigned, individually and on behalf of the business entity for which this application is submitted ("Applicant"), hereby acknowledges and accepts all of the terms and conditions provided for herein, and further certifies and warrants that to the best of his/her knowledge, the information contained in and attached to this Application is true, correct and complete and the business for which this application is submitted was open and operating as of March 1, 2020. Nothing contained in this Application shall be construed by the Village of Morton or the Affected Business Owner or any third person to create the relationship of a partnership, agency, or joint venture between the Village of Morton and the Applicant. The Village of Morton is authorized to make all the inquiries deemed necessary to verify the accuracy of the information contained herein.

Additionally, Applicant agrees that in the event funds are provided pursuant to this Application, the Village of Morton or its agent shall be entitled to access and audit such records as may be necessary to prevent fraud in this process or ensure compliance with federal requirements.

I certify that the funding will be used for business purposes only and not for household, personal, or consumer usage. I hereby certify that I have read the eligibility requirements, that the business identified below is eligible for the grant and that I will fully comply with all grant requirements as stated in the Local CURE Program (14 Ill. Adm. Code 700.10 through 700.110 and 20 ILCS 605/605-1045), the CARES Act (15 U.S.C. § 9001 *et seq.*) and the related guidance published by the U.S. Department of the Treasury. I understand that I may be asked to provide additional information in order to process this Application. I understand that eligibility does not guarantee aid, and that funding is limited. I understand that any willful misrepresentation on this statement could result in disqualification from program funding. I certify any funds requested/received will not be a duplication of benefits. I certify I have not received any public sources of funds to cover expenses for which I am requesting funds. The Applicant hereby acknowledges that, in executing this Application, the Applicant has had the opportunity to seek the advice of independent legal counsel and has read and understood all the terms and provisions of the Program. Subject to Village of Morton approval (*Appendix A*), this Program Application shall become a binding Agreement. The undersigned hereby warrants that he/she has full authority to execute this Application on behalf of the entity for which they are signing.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

Entity/Business Name: \_\_\_\_\_

**Privacy Protection Assertion:**

\_\_\_\_\_ Check here if you assert the following: "Pursuant to Section 7(g) of the Illinois Freedom of Information Act (5 ILCS 140/7(1)(g)). I hereby assert that the following information submitted with this application constitutes commercial or financial information that I am filing under a claim that this information is proprietary, privileged or confidential and that disclosure of such information would cause competitive hardship to my business." This assertion applies to: \_\_\_\_\_

Please note: Signatures, Federal Employer ID Numbers or Social Security Numbers, tax return information, direct deposit routing numbers, signed W-9s and copies of driver's licenses and IDs are not subject to Disclosure under the Illinois Freedom of Information Act.

\_\_\_\_\_  
(Name of Business Applicant)

**BUSINESS SUSTAINABILITY GRANT PROGRAM**  
**GRANT AWARD COMPLIANCE**

As a subrecipient and recipient of a grant award, you must remain in compliance with the terms and certifications set forth below. Please review the below items carefully, as your business and its representatives shall warrant that all material facts presented are accurate. If your business is unable to provide this assurance, it is ineligible to receive an Award under this Program.

1. I shall use the subaward for eligible losses exclusively for costs and losses incurred due to the business interruption or other adverse conditions caused by the Coronavirus Disease 2019 (COVID-19) pandemic, as established by the Department and the U.S. Department of the Treasury and further detailed by Village's program.
2. I will comply with all relevant laws and regulations concerning non-discrimination.
3. I will not pay appropriated funds to any person for influencing or attempting to influence an officer or employee of federal, State or local government, or an employee of a member of any federal, State or local government in connection with the awarding of any State and federal contract, the making of any State and federal grant, the making of any State and federal loan, the entering into any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any State and federal contract, grant, loan or cooperative agreement.
4. I will prohibit employees, contractors, and subcontractors from using their positions for a purpose that constitutes or presents an appearance of personal or organizational conflict of interests or personal gain.
5. I will take all practical steps to remain viable, solvent, and in operation. Additionally, the subrecipient attests that the subrecipient has not taken any material steps to dissolve the subrecipient, permanently cease operations, or sell substantially all of its assets in 2020.
6. I will hold harmless the United States, State of Illinois, Village of Morton and all their agents and employees, from and against all claims, damages, losses, and expenses arising out of or resulting from the approval of work, regardless whether such claim, damage, loss or expense is entirely or in part by these agencies. I understand that the release of all information by the Department and the Grantee, in any manner, is hereby authorized whether such information is of record, and I hereby release all persons, agencies, firms, companies, and entities, from any damages resulting from such information.
7. I acknowledge the Illinois False Claims Act (740 ILCS 175/1, et seq.) applies to this certification, and any false claims or representations made by the subrecipient or its authorized representative in connection with the Program may subject the subrecipient or its authorized representative to liability under the Illinois False Claims Act and other applicable law.
8. I shall maintain for five (5) years from the date of submission of the final expenditure report, adequate books, all financial records and, supporting documents, statistical records, and all other records pertinent to this Award, adequate to comply with guidance provided by the U.S. Department of the Treasury labeled "Memorandum for Coronavirus Relief Fund Recipients" dated July 2, 2020, and the minimum requirements of 2 CFR 200.333. If any litigation, claim or audit is started before the expiration of the retention period, the records must be retained until all litigation, claims or audit exceptions involving the records have been resolved and final action taken

As a subrecipient of grant funds I certify and agree to all the statements checked above.

---

Printed Name

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Signature

---

Date

**APPENDIX A  
Village of Morton  
Business Stabilization Program**

\_\_\_\_\_  
**(For Use by the Village of Morton, Illinois)**

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

Business Site Address: \_\_\_\_\_

Business Mailing Address: \_\_\_\_\_

Contact info: \_\_\_\_\_

Date application received by the Village of Morton: \_\_\_\_ / \_\_\_\_ / 2020, \_\_\_\_\_ am/pm by \_\_\_\_\_

\_\_\_\_\_

**Admin:**

Application signed:       yes  no  
Certification signed:     yes  no  
State business license:    yes  no  
FEIN verified as valid:    yes  no  
Tax filings included:      yes  no  
Copy of lease:             yes  no  
Copy of mortgage:         yes  no  
Copy of utility bills:      yes  no  
Tax filings paid:          yes  no

**Finance:**

Verified did not receive BIG funding:       yes  no  
Verified did not receive other funding:       yes  no  
Verified costs not reimbursed by Village:     yes  no  
Verified decrease of at least 25%:           yes  no  
Verified applicable bills:                       yes  no  
Verified proof of payment of all requests:    yes  no  
Verified grant total:                           yes  no  
Verified SIC Code:                               yes  no  
Verified Lease Information:                     yes  no

Request Verified as Eligible Commercial Expense:  Yes  No (reason: \_\_\_\_\_)

Recommended by Village of Morton Staff:  Yes, date: \_\_\_\_ / \_\_\_\_ / 2020  No (reason: \_\_\_\_\_  
\_\_\_\_\_)

Grant approved by Village of Morton:  Yes \_\_\_\_\_  No (reason: *see attached letter of denial*)

**APPROVED:** \_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ / 2020

President, Village of Morton

**ATTEST:** \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / 2020

Clerk, Village of Morton

**GRANT AWARD AMOUNT:** \$ \_\_\_\_\_

Grant payment issued to applicant on \_\_\_\_ / \_\_\_\_ / 2020

Check No. \_\_\_\_\_



Village of Morton  
Business Sustainability Grant

Business Name	Amount Recommended	
Appearances	8,111.55	
Brooke & Co.	3,362.13	
Eli's	8,459.05	
Em.Bel.Lish	9,930.95	
Great Clips	10,000.00	
Kemp 208	9,323.54	
Lin Garden Buffet	10,000.00	
Red Rock Bar & Grille	10,000.00	
Sarah Foote	788.00	
Schooners	10,000.00	
Studio 117	8,106.80	
The Office on Main	10,000.00	
The Parlor Salon	2,759.96	
Unum	-	Denied - received a BIG award
Impact Fitness	-	Denied - not a qualified business type
Johnson's Floral	-	Denied - not a qualified business type
Rolling Video Games	-	Denied - not a qualified business type
	<hr/>	
Total Grants Received - 17	100,841.98	