



## Shenandoah Valley Small Business Support Initiative

### Funding Information Sheet

The Shenandoah Valley Workforce Board has a total of \$93,000 available for small businesses designed to prevent or minimize the duration of unemployment resulting from COVID-19.

- Businesses must be eligible to remain open during the emergency and are identified as essential on the U.S. Department of Homeland Security document [Identification of Essential Critical Infrastructure Workers During COVID-19](#).
- The Shenandoah Valley Workforce Board plans to award 18 grants for up to a maximum of \$5,000 on a first come, first served basis. Exceptions to the funding cap may be made based on the number of jobs to be retained, proposed innovative strategies for layoff aversion, and the use of leveraged resources. Grants will be awarded until funding is depleted or withdrawn during the period of availability.
- Funding is available March 1, 2020 to August 31, 2020.
- A small business is defined as 250 or fewer employees. Small businesses in the counties of Rockbridge, Augusta, Rockingham, Bath, Highland, Shenandoah, Page, Frederick, Clarke, and Warren and the cities of Lexington, Buena Vista, Waynesboro, Staunton, Harrisonburg, and Winchester are eligible to apply.
- Funding can be used for layoff aversion projects to address COVID-19 related effects on small businesses and workers. Examples of how layoff aversion funds can be used include cleaning and sanitization services, purchasing software that employees would need to work remotely, or to purchase remote access supplies, laptops, or smartphones needed by employees to work from home. Innovative layoff aversion strategies are encouraged such as the conversion of brewery operations to the production of hand sanitizer.
- Funding is not allowed for equipment with a per unit value over \$5,000 or for wage reimbursements for employees.
- Priority is given to the Shenandoah Valley targeted industry sectors that are eligible to remain open during the emergency. Targeted industries are manufacturing, health care, transportation and logistics, and construction and the use of other funding resources and the leveraging of resources.
- Funding is reimbursable. Reimbursements are provided after the business submits documentation to verify expenses. A reimbursement process, timeline, and required documentation will be discussed and finalized based on your proposed project.
- Performance measures include the number of jobs saved, estimated amount of annual wages saved, and project specific measures and results.

#### **Application Process**

1. Submit the draft application.
2. Work with the SVWDB representative to complete the final application and discuss funding reimbursement specifics.
3. Sign the grant award agreement.
4. Implement the project.
5. Work with the SVWDB representative to report performance outcomes.

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