

Maine Tourism, Hospitality & Retail Recovery Grant Overview

The funding for this program originates from the federal Coronavirus Relief Fund and will be awarded in the form of grants to directly alleviate the disruption of operations suffered by Maine's small businesses and organizations in the tourism, hospitality and retail sectors as a result of the COVID-19 pandemic. The program is governed by Federal CARES Act requirements and the State cannot expand eligibility to organizations excluded in the Federal legislation. DECD, in collaboration with our economic development and business support partners, is offering a final round of targeted grant funds to provide some revenue loss relief due to COVID-related business disruption.

Funds will be awarded to the first 2,500 approved applications on a "first come-first served" basis to eligible tourism, hospitality and retail customer facing businesses and organizations in the following industry classifications:

- Accommodation and Food Services; Breweries, Wineries, Distilleries
- Retail Trade
- Arts, Entertainment and Recreation

Gross sales as reported on sales tax filings is the key metric so eligible organizations will also need to have submitted sales tax filings for their operations.

Eligible applicants may receive up to \$20,000.

Eligible Applicant will:

- Be a customer facing service business or organization highly impacted by the COVID-19 restrictions, including restaurants, bars and taverns, tasting rooms, lodging, and/or retail establishments, that has experienced a 20% or greater loss in gross sales as reported to Maine Revenue Services on Sales Tax Returns comparing March 2019 through September 2019 to March 2020 through September 2020 for monthly filers, and April 2019 through September 2019 to April 2020 through September 2020 for quarterly filers;
- Gross sales must be between \$24,000 and \$12MM annually;
- Have a Maine sales and use tax account with Maine Revenue Service;
- Be headquartered in Maine (as registered with the Maine Secretary of State Office);
- Be current and in good standing with all Maine State payroll taxes, sales taxes, and state income taxes (as applicable) through September 30, 2020;
- Be in good standing with the Maine Department of Labor;
- Not be in bankruptcy;
- Not have permanently ceased all operations;

- Be in consistent compliance and not be under any current or past enforcement action with COVID-19 Prevention Checklist Requirements (<https://www.maine.gov/decd/covid-19-prevention-checklists>)

NOTE: You may apply even if you have received prior CARES Act funding including PPP, EIDL, Maine Economic Recovery Grant programs. In assessing the business'/organization's need for assistance, the application will require the business/organization to include Federal grants and forgivable loans including Payroll Protection Program (PPP), Maine Economic Recovery Grant (MERG) and Economic Injury Disaster Loan (EIDL) to ensure that this program is not reimbursing the same business disruption as another federally funded program.

Ineligible to apply include, but not limited to:

- 501(c)(4), 501(c)(6) Trade associations
- Gambling
- Adult Entertainment
- Country clubs, golf clubs, other private clubs
- Fraternal orders

Eligible Uses of Grant Funds:

- Suggested business/organization expenses may include but are not limited to:
 - Payroll costs and expenses;
 - Rent or mortgage payments for business facilities (unless otherwise waived by lessor/lender);
 - Utilities payments;
 - Purchase of personal protective equipment required by the business/organization;
 - Business related equipment;
 - Investments that will support your business's/organization's long-term sustainment;
 - Expenses incurred to replenish inventory or other necessary re-opening expenses; and
 - Necessary operating expenses.

Grant Funds May NOT Be Used For:

- Depreciation expense
- Entertainment
- Lobbying
- Goods and Services for Personal Use
- Fines, Penalties, Damages and other Settlements
- Operations outside of Maine

- List is not all-inclusive, so check with DECD if you are not sure.
- This grant is considered reportable income; therefore, funds received from this grant must be included with reportable income at tax time and are subject to audit. For applicable businesses, a Form 1099 will accompany any awarded grant monies. Businesses/organizations will be liable for any misuse of funds.

This is a **FIRST COME, FIRST SERVED** Grant Program. The Grant Application may be completed and submitted at any time. The portal will close once all funds are committed or on a date when processing time will be insufficient to meet CARES Act deadline of having checks cash by December 28, 2020.

- Applications will be reviewed and final determinations made on a “rolling basis”.
- If selected for a grant, notice of grant amount will be sent out via e-mail throughout the month of December 2020.
- Awards will be distributed by regional Economic Development Districts (EDDs) by a check sent via the U.S. Postal Service to the address provided in your application.

For Questions and More Information:

Maine Tourism, Hospitality & Retail Recovery Grant Program FAQ's

<https://www.maine.gov/decd/economic-recovery-grants> ,

If you have any questions that are not addressed in instructions or the please call 1-800-872-3838 and press 3 or email BizAwards.DECD@maine.gov