

Town of Purcellville's

Business Interruption Grant Funding – FREQUENTLY ASKED QUESTIONS

Below you will find a list of frequently asked questions about the Purcellville Business Interruption grant program. If you do not find the information you need below, please contact businessgrants@purcellvilleva.gov or call 540-751-2312. Check back frequently as information will be added as it becomes available.

Must the business be located in Purcellville to receive funds?

The business must have a physical location within the Town of Purcellville, as reported on the Town business license. Home-based businesses must have a residential address.

What is the amount of each grant to be awarded by the Town?

There are four (4) categories in which a local business can apply:

- **Category 1: Modifications to Allow Outdoor Food Service -**
 - Businesses will be awarded \$8,000 per business unless a lesser amount is requested. Applicants that were awarded in this category in Round 1, may not apply in Round 2 in this category, but MAY apply in another category.
 - Businesses that apply in this category cannot apply in other categories
- **Category 2: Businesses with annual gross receipts less than \$100,000 -**
 - Each business that is approved will be awarded \$5,000
- **Category 3: Businesses with annual gross receipts between \$100,000 - \$500,000**
 - Each business that is approved will be awarded \$6,000
- **Category 4: Businesses with annual gross receipts between \$500,000 - \$2,500,000**
 - Each business that is approved will be awarded \$7,000

Is there a list of information I need to gather before I can apply?

Yes. Please see the 'Eligibility Checklist, Eligible Projects List, and Steps to Apply' document.

When must a purchase be made to qualify for an eligible reimbursement?

Between March 1 - December 31, 2020.

What are examples of eligible expenses?

Please see the 'Guidelines' document that includes Eligibility Checklist, Eligible Projects List, Available Funds, and Steps to Apply.

What are examples of expenses that are NOT eligible?

Funds cannot be used:

- for revenue replacement. For example, if you expected your revenue to be \$50,000 but it is \$35,000 due to COVID-19, you can not apply to be reimbursed the \$15,000 difference.
- to pay business or personal taxes.
- to pay for items/services not impacted by COVID-19. For example, paying an accountant to do your business taxes is not an eligible expense.

When does the application open and close for the Purcellville Business Interruption grant program?

Round 2 of the Purcellville Business Interruption grant will be open from Tuesday September 8 - Tuesday September 29, 2020.

What if I applied for my business to receive funds from Loudoun County, but my business was not awarded funding?

Town businesses previously certified by Loudoun County that competed in the random drawings for COVID-19 Business Interruption Fund grants and did *not* receive an award will only need to inform the Town of their interest to reapply and reaffirm their initial application to the County. The submission of a new application will not be necessary. Priority will be given to those businesses which have not received financial support from Loudoun County's COVID-19 Business Interruption Funds. Link to those awardees are [here](#) and [here](#) and [here](#)

What information do I need to report revenue information requested in the application?

To compare your revenues in the past three (3) years, you will need quarterly gross revenues for April, May, and June in 2020, 2019, and 2018 if possible.

To project your revenues, use reasonable percent increase and project across future quarters.