



OCDC Grant Relief Program For COVID – 19

Inlet to 17th Street in the designated Ocean City
Main Street District

Ocean City Development Corporation
108 Dorchester Street
Ocean City, Maryland 21842
Telephone: (410) 289-7739
Fax: (410) 289-7742
Email: inquire@ocdc.org

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OCDC Grant Relief Program for COVID-19

The Ocean City Development Corporation (OCDC) has established this business assistance program for OCDC Grant Relief Program for COVID-19. It will offer financial assistance to commercial property owners and commercial tenants seeking reimbursement for such products purchased to use within its designated Ocean City Main Street district. These materials and equipment must have been used to protect customers, owners, and employees in these commercial establishments as a result of the current COVID crisis. Such items add an additional financial burden to these Ocean City businesses, particularly small businesses. The OCDC's Main Street district is generally defined as from the Inlet to 17th Street and from the Bay to the Boardwalk, and south of 15th Street along the Boardwalk (see attached map).

The OCDC will consider all of these factors in determining approval, modification, or rejection of each application. An applicant cannot request funding for this program for identical items that the business has received compensation for from other COVID-19 programs. The program consists of equipment and supplies already purchased to address COVID-19 from March 2020 thru December 2020. This State funding is limited and businesses are requested to apply as soon as possible. Applicants must apply by March 23, 2021 in order to be considered for this grant requests. Applications received after this date shall be reviewed for funding consideration as funds are available.

Improvements that qualify for funding through the program

The following elements are eligible for reimbursement (from March 2020 thru December 2020)

- Such expenses may include face coverings, sanitizers, gloves, sprayers, protective guards, anti-viral cleaning, safety signage, and other PPE items.
- Also, to include training and educational services to keep employees informed for COVID-19 issues.
- Other items considered to improve business COVID-19 safety will be considered for assistance by OCDC.
- If an applicant has more than one business, the items being requested must be reimbursed only from the business(es) located in the designated Main Street district.

The business must have a current business license issued by the Town of Ocean City and be located in the designated Ocean City Main Street district that is approved for such assistance. It must be a business that intends to open for the 2021 summer season if not currently open at the present time. Businesses that have ceased operations cannot apply for funding. A map of the designated Main Street boundaries is attached. All improvements must comply with standards set forth in the City's zoning and building codes. A completed W-9 form must be provided with each application. Only one

application per business entity in the Main Street District will be accepted. If an applicant has two or more locations in the Main Street District, each business must be under a separate business ownership or LLC name to apply.

Eligibility to participate in the program

Applicants for participation in the Program must meet the following eligibility criteria:

- Applicants must be a property owner or a tenant operating a retail business, office business, arcades, amusements, recreational water related uses, personal service businesses, and food markets within the designated Ocean City Main Street district. Other uses may be determined as eligible by OCDC. These uses shall receive priority funding under this program. Businesses that have not received any PPP or other COVID related grant assistance will also receive priority funding under this program.
- Hotel, motel, B&B, weekly residential rental lodging businesses, boardinghouses and restaurants will be considered for financial assistance after the first set of uses is reviewed and subject to available funding left after priority uses are addressed. Applicants of these uses are recommended to apply to Worcester County for COVID relief funds aimed at hotel/lodging uses and restaurant uses.

Financial assistance offered:

Grant sizes are limited in order to spread out these grant funds to more businesses.

Financial requests can be made for the following limits:

Minimum of \$250 of financial assistance per business

Businesses with less than 10 full-time employees can apply up to \$1,000 per business, businesses with 10 to 20 full-time employees can apply up to \$2,000 per business, and businesses with over 20 full-time employees can apply up to \$3,000 grant.

Description of a full-time employees (FTE) is the average of 40 hours per week or more. The total number of employees per business shall include the level at peak period between March 2020 and December 2020.

Reimbursement payments

The OCDC will provide funding on a reimbursable basis with the property/business owner. OCDC will provide one hundred percent (100%) to reimburse past expenses already paid by the Main Street business.

The owner shall provide evidence of payment(s) (i.e., copy of check, paid receipt, ...) made to contractor/purchaser along with a copy of the invoice for each payment request to be reimbursed by the OCDC. These invoices and proofs of payment can be uploaded

on the online application. OCDC will consider grant applications from businesses until such funds are exhausted.

Funds Availability

The OCDC has budgeted a limited amount of funds to implement this Program for this designated district of downtown Ocean City. The amount of funds reimbursed may or may not equal the total amount requested. OCDC shall have final discretion on the amounts approved for reimbursement. These are grants from the State of Maryland.

Business that has not received any previous government COVID relief assistance will be given funding priority.

For Further Information

If you have questions on the COVID - 19 Grant Relief Program, please contact the OCDC at (410) 289-7739.

Application for OCDC Grant Relief Program for COVID 19 (reimbursement expenses from March 2020 thru December 2020)

Name of Applicant and Project: _____

Address of Applicant: _____

Telephone # and cell # of Applicant: _____

Address of business: _____

Email address of applicant: _____

Town of Ocean City business license number: _____

Number of FTE employees in 2020 at your business in the OC Main Street district: _____

Type of business use: _____

Have you received Paycheck Protection Program (PPP) funds to date? Yes ____ or No ____

Have you received other COVID-19 related funding (not PPP funds) previously and if so, list the grant entity, use of funds and amount of funds:

Type of materials/work (itemized with documented costs and proof of payment (i.e., Receipts, processed check copies, etc. for each work element) to be completed and attached to this application:

Other comments that you would like to add to this application as to why you believe that your business should receive such funding:

Copy of completed W-9 form must be provided as part of this application.

Total cost of COVID-19 related expenses: _____

Amount of funding requested by OCDC: _____

I, the applicant, have read and understand the OCDC Grant Relief Program for COVID-19 and agree to abide by the conditions as set forth in this Program and agree that the enclosed information in this application and attachments submitted for review is correct. I also agree that I have not been reimbursed grant funds from another entity that I am applying for the same expenses from these OCDC funds.

Signature of Applicant: _____

Date: _____

