



Garfield “River to Rail” Neighborhood District COVID-19 Small Business Relief Grant Program

(The intent of the Garfield “River to Rail” Neighborhood District COVID-19 Small Business Relief Program is to help stabilize businesses adversely affected by the Coronavirus pandemic along the Passaic Street business district. Please see PAGE 5 for a district parcel map. Small businesses within the district are eligible to apply for a grant up to \$10,000 to help pay rents/mortgages for the remainder of the 2020 Calendar Year (November and December), and reimburse unpaid costs associated with operational interruption due to the pandemic beginning March 1, 2020. Outstanding expenses must be proven and you must certify they have not been paid by other pandemic relief funding loans or grants. Please see Page 4 for a list of eligible expenses).

Applicant Name: _____

Business Name: _____

Business Address: _____

Type of Business: _____

Mailing Address (if different): _____

Tel: _____ Fax: _____ E-mail: _____

Federal Employer Identification Number (EIN): _____

Amount requested (November – December Rent/Mortgage): \$ _____

Amount requested (Outstanding expenses March 1, 2020-present): \$ _____





River to Rail



My business has not received any COVID-19 relief funding from the New Jersey Economic Development Authority, or any other state business recovery program (excluding unemployment compensation from the Department of Labor and Workforce Development) including the New Jersey Department of Community Affairs Neighborhood Revitalization Tax Credit, Neighborhood Preservation, and Main Street New Jersey Programs.

Yes No

- 1. Have you been a small business owner in the “River to Rail” Business District since March 1, 2020, and are you currently open?

- 2. Between March 1, 2020 and the date of your application, has your businesses been closed due to COVID-19 restrictions?

- 3. Provide a description of how your business has been affected by COVID-19 restrictions including, but not limited to, any reduction in staff, furloughs, lay-offs or closures.





4. Provide a specific description of how Coronavirus Relief Funds will be used and what expenses they will cover, including how they will impact your business operations.

Application must include the following:

- A copy of a current, signed and executed lease agreement with your landlord clearly showing 2020 monthly rent amounts. If you own, a copy of latest mortgage statement. (This grant program will pay November and December 2020 rents/mortgages).
- A filled out, signed and dated W-9 form. (<https://www.irs.gov/pub/irs-pdf/fw9.pdf>)
- Proof of outstanding March-present operation expenses requested under this program that have not been reimbursed through other federal, state or county CARES funded relief programs. (Past due utility bills, unpaid payroll, unpaid invoices, past due rent/mortgage invoices/letters from landlord/lender, etc.)
- A most recent federal business tax return (personal return if not a business tax return with Schedule C included).

Applicant Signature, Date

Submission: Applications may be submitted online or by mail. Applicants are encouraged to apply online at www.RivertoRailGrants.com By mail: submit to River to Rail NPP Program, C/O Mike Lamendola, 392 Main Street, Hackensack, NJ 07601.





Eligible Reimbursable Expenses

- a. Commercial mortgage, rent, utilities and other bills relating to the physical location
- b. Resources to get my business established online
- c. Perishable inventory lost due to an interruption of business
- d. Procurement of masks, gloves, and other personal protective equipment
- e. Procurement of shield guards
- f. Procurement of hand sanitizer and sanitizing wipes
- g. Social distancing signage and decals
- h. Procurement of tables, chairs, and other furniture and fixtures for outdoor dining
- i. Unreimbursed employee wages for activities dedicated to mitigating or responding to the COVID-19 public health emergency (excluding bonuses other than hazard pay and overtime)
- j. Expenses related to training and implement necessary and required protocols to continue operating the business, expenses related to the hiring and paying of employees necessary to implement protocols associated with screening, safety, security, cleaning, and sanitizing business premises to protect the employees and customers from COVID-19
- k. Costs for retooling and technology activities, space and technology upgrades to reopen and conduct business safely, including furniture, barriers, cement planters for pedlets/parklets and technology such as laptops, software, and touch-free credit card payment systems to accommodate social distancing.
- l. Job training, classes and/or technical assistance, including, but not limited to, pivoting or modifying the business model, and training for long-term sustainability planning.
- m. Payment of rent or fees for use of vacant or publicly owned space for outdoor or indoor dining, sales or outdoor programming.



River to Rail



Eligible Small Business Map

