



MI Small Business Relief Program (MSBRP) – Grants

Lansing tri-county region: Ingham, Eaton & Clinton counties

Frequently Asked Questions (FAQ)

1. *How did this new business grant program come to be?*

The Michigan Small Business Relief Program was designed by Governor Whitmer’s office and Michigan Economic Development Corporation (MEDC) and approved by the Michigan Strategic Fund Board on 3/19/2020 to allocate \$20 million in MEDC funds for grants and loans to small and mid-sized businesses negatively affected by the COVID-19 outbreak.

2. *What area is the Lansing Economic Area Partnership (LEAP) administering grant funds for in Michigan?*

The Lansing tri-county region of Ingham, Eaton and Clinton counties, including all cities, villages and townships contained therein.

3. *What amount of funds out of the \$10 million statewide is available to businesses in the Lansing tri-county region?*

\$600,000

4. *What amount is available for grant requests of individual companies that are eligible?*

In order to expedite consideration and processing time of funds, all successful applicant businesses will receive grants of \$10,000.

5. *What can the grant funds be used for?*

Grant funds are to be used exclusively for immediate / near-term working capital expenditures.

Examples include:

support payroll expenses, rent, mortgage payments, utility expenses or other similar expenses that occur in the ordinary course of business

6. What are the key determinants of eligibility?

To be eligible, applicant must be a Michigan-based business with 50 employees or less (full or part time) that was negatively affected by the COVID-19 outbreak and related Executive Orders (EOs).

If applicant's business type is not directly affected by the EOs, must likewise be able to demonstrate financial damage due to COVID-19 and meet one of following:

Applicant business is providing support to its affected employees OR

Has a physical presence in a downtown district or high impact corridor OR

Services companies directly impacted by the EOs and requires additional employees to do so.

7. Are sole proprietors or home-based businesses eligible?

Yes, sole proprietors and home-based businesses are eligible, adhering to the same eligibility determination requirements noted in the application and [Business Eligibility, Application Scoring Criteria & Review Process](#) document. Both will be scored on the same criteria as every other applicant.

8. Are nonprofits eligible businesses?

Yes, nonprofits are eligible if they meet the minimum application requirements and one of the following criteria:

Applicant business is providing support to its affected employees OR

Has a physical presence in a downtown district or high impact corridor OR

Services companies directly impacted by the EOs and requires additional employees to do so.

Nonprofits still need to answer all business-oriented questions and will be scored on the same criteria as for-profit businesses.

9. If my business has multiple locations, do I need to submit a separate application for each?

Yes, every business location requires its own application. The applicant must use company-wide metrics during the process (i.e. total number of employees, financial data, etc.) for eligibility determination and review purposes.

The applicant must specify in the application when prompted which brick and mortar business location the requested grant funds will be exclusively deployed at.

10. Is my franchise-owned business eligible?

Yes, franchise operations are eligible, adhering to the same eligibility determination requirements noted in the application and [Business Eligibility, Application Scoring Criteria & Review Process](#) document. They will be scored on the same criteria as every other applicant.

11. Will there be a defined application period?

Yes, we anticipate the grant application for this program to be open Friday, March 27 through 11:59PM on Tuesday, March 31.

12. Where would an interested small business owner go to apply?

The application will be available in web form via <http://www.purelansing.com/businessrelief>. If a business owner is unable to complete the web-based application form for any reason, they are encouraged to contact their local business support organizations for assistance.

13. Where do I find my local support organization?

A resource map highlighting the local business support organizations and relevant contact info is provided at <http://www.purelansing.com/businessrelief>.

14. How extensive will the application be?

The purpose of this grant program is to quickly provide financial relief to businesses affected by the COVID-19 outbreak and related Executive Orders here in Michigan. Thus, we are designing the application not to be burdensome – we expect it will take a typical respondent around 15-20 minutes to complete, with the large majority of requested information expected to be readily known or accessible to most business owners.

15. Who can I talk to at LEAP about my application?

In order to ensure fairness in consideration, LEAP, SBDC and CAMW! staff involved in administering and reviewing applications for this program will not be interacting with individual businesses on application questions. Applicants are encouraged to review the FAQ documents provided by MEDC and LEAP in full and consult with their local business support organizations to help them build the strongest possible applications.

16. When will applications be due?

Applications will be due by 11:59PM on Tuesday, March 31.

17. How will any conflict of interest be addressed in the consideration of grant applicants?

The 8-person review committee will acknowledge all actual or perceived conflicts of interest and will not be scoring any business for which a conflict could exist.

18. LEAP has contracts in place with the City of Lansing and with Ingham County – how are you removing favoritism and selection bias from the grant applicant selection process?

Any LEAP staff representing specific-geography government clients will not be scoring any business located within the geography of that government client.

19. *When will successful applicant businesses be notified and what is expected from them in order to receive grant funds?*

We intend to inform successful applicant businesses on Monday, April 6 and will require an updated W9 form and bank account information for transfer within 24 hours of that notification, along with a simple grant contract agreement that speaks to fund use and reporting requirements.

20. *When will grant funds be received by successful applicant businesses?*

It is our goal to have all funds delivered to grant recipients by close of business on Wednesday, April 8.