

COVID-19 Relief Commercial Rent Relief Funding Now Available for Bellevue Small Businesses and Arts Non-Profits

City of Bellevue accepting applications for Commercial Rental Relief Grants

Bellevue's City Council has authorized \$500,000 to support a Commercial Rental Relief Grant Program to provide relief to Bellevue businesses and arts non-profits impacted by COVID-19 using Federal American Rescue Plan Act (ARPA) dollars. This program provides a limited number of \$2,500 - \$15,000 rental relief grants to small, Bellevue businesses and non-profit arts organizations that meet specific criteria. This program requires the cooperation of both the landlord and tenant. This program is not applicable to commercial owners of residential properties, only property owners with commercial tenants.

Applications close October 10th, 2021 at 11:59 PM. Details and assistance are available at www.bellevuewa.gov/BizResources.

Questions regarding this grant program can be directed to City of Bellevue at bizsupport@bellevuewa.gov or 425-452-5241. Assistance completing the application in multiple languages can be requested at re.startup425.org/technical-assistance-request/

Eligible Expenses

This grant, payable to the property owner / landlord of a respective small business, can only be used as a payment against a small business' rental arrears. Rental arrears may include utilities and other costs and fees related to the tenant's occupancy of the rental property that the tenant is obligated to pay directly to the landlord.

Business / Tenant Eligibility Requirements:

- A small business or art specific (as determined by NAICS code) non-profit organization
- In possession of a Bellevue business license obtained on or before March 1st, 2020
- Employs 2-25 employees and has gross annual revenue under \$5M
- Has back rent or lease arrears resulting from COVID-19 economic impacts or ensuing public health restrictions
- In good standing (has a current business license; City taxes and fees paid; current on all State and regulatory requirements; not facing pending litigation or legal action by a governmental agency, including Bellevue code enforcement; is not debarred, suspended, or proposed for debarment by any Federal department or agency)
- Business / tenant was not past due on rent prior to March 1, 2020

All businesses meeting the above requirements are eligible to apply; however, priority will be given to businesses in the personal services, health/wellness, and creative economy industries due to, among other things, COVID-19's disproportionate impacts on these industries in the City of Bellevue and lower access to targeted relief opportunities than other industries.

Application and Selection Process:

- Applications must be submitted no later than Sunday, October 10th, 2021 at 11:59 PM
- Eligible applications will be randomly selected through a lottery process with priority given to target sectors (personal services, health/wellness, and creative economy)

- Complete the online application at www.bellevuewa.gov/BizResources
 - Assistance in multiple languages can be requested at re.startup425.org/technical-assistance-request/
 - Paper applications may be requested at bizsupport@bellevuewa.gov or 425-452-4114
- Staff will notify successful applicants and provide grant contract information by October 18th, 2021

In their application, tenants must:

- Submit their current amount of rent arrears
- Attest that the business was not past due on rent prior to March 1, 2020
- Attest that the business was unable to make rent payments at some point between March 1, 2020, and August 31st, 2021, due to one of the following two causes:
 - Tenant was prohibited from operation due to the COVID-19 pandemic for the period of time for which rental arrears are requested, or
 - Tenant can demonstrate a decline in gross receipts due to the COVID-19 pandemic at least equal to the unpaid rent amount. Gross receipts includes any grants from public or private sources that were intended to mitigate financial hardship due the COVID-19 pandemic and that do not have to be repaid
- Attest that the rental arrears have not been reimbursed by any other funding source, whether public or private in nature
- Attest that the business is open and intends to remain open or will reopen when restrictions are lifted
- Submit a lobbying certification form and, if applicable, a lobbying disclosure form

Contract Requirements

- Funds are distributed only with supporting documentation; rental invoices, lease agreements, or other supporting documentation must be provided upon selection by the landlord or tenant to receive grant payment
- If tenant's application is based on decline in gross receipts, backup documentation demonstrating this decline must be provided by tenant upon selection to receive grant payment
- To receive grant payment, the landlord / property owner is required to enter into a Grant Agreement with the City, including without limitation the following terms:
 - Attest that the grant funds have only been used for the intended purpose to discharge tenant's rent arrears, consistent with the requirements for this City program, ARPA and other applicable Federal, state and local laws
 - Attest that the costs to be reimbursed have not previously been reimbursed by any other funding source, whether public or private in nature
 - Attest that the landlord / property owner is not debarred, suspended, or proposed for debarment by any Federal department or agency
- To receive grant payment, grant recipients (landlords) must submit to the City a W-9, a Lobbying Certification and, if applicable, a Lobbying Disclosure Form
- Grant funds may be taxable income; please consult with your financial advisor for guidance. A 1099 will be issued to the grant recipient as required by the IRS no later than January 2022

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