



DUMFRIES, VIRGINIA
Virginia's Oldest Continuously Chartered Town
CHARTERED 1749 INCORPORATED 1961

John Wilmer Porter Municipal Building
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Dumfries, Virginia 22026
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www.dumfriesva.gov

DUMFRIES CARES ACT FUNDING GRANT PROGRAM APPLICATION

Organization Legal Name: _____

DBA (if applicable): _____

Primary Physical Address: _____

Mailing Address (if different from Physical Address): _____

Phone Number: _____ Email: _____

Organization Type, Choose one: For-Profit / Non-Profit

Do you have a Town of Dumfries Business License? Choose one: Yes / No

Are you current on your Town of Dumfries tax obligations? Choose one: Yes / No

Tax Identification Number: _____

Number of employees: _____

How many locations within the Town of Dumfries: _____

Year organization established in the Town of Dumfries: _____

Number of employees in the Town of Dumfries as of February 29, 2020: _____

Number of employees in the Town of Dumfries as of May 30, 2020: _____

If number of employees as of May 30, 2020 was fewer, please explain:

Please describe the primary function of your organization (ex: healthcare; construction; lodging):

Please describe the impact of COVID-19 on your organization. Please include physical and operational alterations and adjustments:

Have you applied for loan or grant funds through SBA, PPP or any other sources? _____

Were you awarded? Please describe _____

How much funding are you seeking through this application? _____

If awarded, please describe how these funds will be used: _____

Is the primary location of your business rented or owned? _____

Have you received rent reduction or mortgage deferral? _____

With this completed application form, please submit the following documents:

- Most recent Town of Dumfries Business License
- 2018 and 2019 Business Tangible Property Returns
- 2018 and 2019 Virginia Business Tax Returns
- IRS W-9
- IRS Form 941

Dumfries CARES Grant Application Terms & Conditions

1. The submission of an application for the Dumfries CARES Grant Program constitutes an unconditional agreement to, and acceptance of, these Terms and Conditions. The Applicant is responsible for ensuring familiarity with the Terms and Conditions.
2. By submitting an application, the Applicant certifies that it is not under any agreement or restriction that prohibits or restricts its ability to disclose or submit the materials included in the application or otherwise to apply for the grant.
3. Applicants acknowledge and agree that information (excluding proprietary financial and employee information) submitted by Applicants will be used in the promotion of the grant program and will be displayed on public webpages showcasing selected organizations.
4. The Applicant acknowledges and agrees that the information provided therein may be subject to disclosure, including under the Virginia Freedom of Information Act, Virginia Code Sec. 2.2-3700.
5. The Applicant gives permission and waives the confidentiality of any confidential tax information concerning the Applicant's tax payment status, licensing status and business revenue information, so that the Town of Dumfries may verify tax payment status, licensing status and business revenues of the Applicant.
6. The Applicant hereby acknowledges and certifies that the information and representations set forth by the Applicant in the application are true and accurate in all respects as of the date of the submission of the application. The Applicant acknowledges that the Town of Dumfries and Industrial Development Authority of Prince William County will make evaluations and awards of the Grant proceeds in reliance on the information provided by the Applicant, and that the information and representation set forth by the Applicant are material to the award of the grant.
7. The Applicant hereby acknowledges that the Town of Dumfries and the Industrial Development Authority of Prince William County have established certain criteria for qualified Applicants and applications, and that Applicants and applications that do not satisfy the established criteria shall not be considered. The criteria for qualified Applicants and applications are set out below. Applicant acknowledges and agrees that the determination of whether an Applicant or application satisfies the criteria for qualified Applicants and applications is the sole discretion of the Town of Dumfries and the Industrial Development Authority of Prince William County. The Applicant acknowledges that all grant award decisions are final and are not subject to appeal.
8. The Applicant acknowledges and agrees that, in the event the Applicant is awarded a Grant, the Applicant will use the Grant proceeds for the following limited purposes:
 - a. Ongoing expenses of the Applicant, such as payroll, rent insurance or other operating expenses; or
 - b. Adaptive costs, such as the purchase of e-commerce equipment/website creation and/or upgrade of an online sales site;
 - c. If the Applicant uses the Grant proceeds for another purpose, then within 60 days' notice by the Town of Dumfries, the Applicant shall return the full amount of the Grant funds to the Industrial Development Authority of Prince William County.
9. The Applicant acknowledges and agrees that, if the Applicant is awarded a Grant, and if within 90 days of the award, the Applicant terminates the organization, then within 60 days' notice by the Town of Dumfries, the Applicant shall return the full amount of the Grant funds to the Industrial Development Authority of Prince William County.
10. The Applicant acknowledges and agrees that if the Applicant is awarded a Grant, and if within one year of the award, the Applicant moves its principal place of business outside the Town of Dumfries, then within 60 days' notice by the Town of Dumfries, the Applicant shall return the full amount of the Grant funds to the Industrial Development Authority of Prince William County.

11. The Applicant agrees to report in writing to the Town of Dumfries, in a form to be provided by the Town, every six (6) months for the first year on the current status of their organization including information on existing employees and revenues.
12. The Applicant agrees to have a monthly update call with representatives from the Town of Dumfries.
13. The Applicant acknowledges that Grant recipients may be selected from qualified applications through a lottery process. Applications may be preferred in the lottery pursuant to certain criteria. The lottery process and the preferences are set forth below.
14. The Applicant acknowledges the information and representations in the application may be verified by the Town of Dumfries and/or the Industrial Development Authority of Prince William County. If an application contains inaccurate or incomplete information, or misrepresentations, the application may be rejected.
15. In consideration of the time, expertise and other resources provided by the Town of Dumfries and the Industrial Authority of Prince William County, the Applicant, to the full extent permitted by law, by submitting an application voluntarily release the Town of Dumfries and the Industrial Authority of Prince William County from any and all claims, actions, damages, costs or liabilities of any kind relating to or arising from or in connection with the awarding, advertising, receipt, and/or use or misuse of any Grant participation in any Dumfries CARES Grant Program related activities.
16. The Applicant covenants to save, defend, hold harmless, indemnify the Town of Dumfries and all of its officers, departments, agencies, agents, and employees (collectively the "Town") from and against all claims, losses, damages, injuries, fines, penalties, costs (including court costs, attorney fees, charges, liabilities, or exposure), however caused, resulting from, arising out of, or in any way connected with this application.

I certify that I, _____, have read and understand and am authorized to complete and submit this application on behalf of the Applicant. I verify that the statements contained herein are true, accurate, and complete. I acknowledge that false and inaccurate statements made on the application are grounds for immediate rejection.

Authorized Signature: _____