

KAUAI SMALL BUSINESS BOOST GRANT ELIGIBILITY CRITERIA

1. Eligible entities that have been financially impacted by COVID-19 may receive a one-time grant of \$7,500 (once awarded a grant, an entity may not reapply).
2. Eligible Entity Types
 - a. "Small businesses," 501(c)(3)'s, and 501(c)(19)'s that have:
 - i. Less than 20 employees; **and**
 - ii. who have been in operation on Kauai for at least one year, as shown by their general excise tax license, prior to their application; **and**
 - iii. who intend to remain in business on Kauai amidst the new COVID-19 landscape; **and**
 - iv. who meet **at least one** of the following:
 1. Have at least one employee.
 2. Hire at least one independent contractor.
 3. Operate from a commercial location (P.O. Boxes or "Care Of" addresses do not satisfy this requirement) or contribute to a lease of such a commercial location to operate their business.
 - b. Eligible entities may be required to provide proof of registration for doing business in the State of Hawaii and County of Kauai via a current Hawaii Compliance certificate, GET reconciliation document, or DCCA registration.
 - c. Businesses deemed illegal by any governmental agency are not eligible for grants, in the discretion of the Credit Union.
3. Entities must certify that they were negatively impacted financially by COVID-19 and/or that they need financial assistance to adapt. Examples:
 - a. Reduced sales or suspended operations.
 - b. Increased costs related to COVID-19 prevention measures.
 - c. Disrupted supply network leading to shortage of critical inventory or materials.
4. Entities must certify that funds will go toward expenses related to COVID-19, or reinvestments necessary because of COVID-19, and maintain expense records, subject to audit.
 - a. Examples of expenses include Rent, Utilities, Payroll, COVID-19 Safety Precautions, or re-investment into the business in light of the new COVID-19 landscape.
 - b. Examples of re-investment into the entity in light of the new COVID-19 landscape:
 - i. Technology
 - ii. Education
 - iii. New business plan and execution
 - iv. New market strategy to re-focus on local market
 - v. Other expenses related to generating revenue or curbing expenses

5. Entities must certify that they will not use funds for ineligible expenses. Examples of ineligible expenses:

- a. Taxes, fees, or fines due to any county, state, or federal government.
- b. Damages covered by insurance.
- c. Expenses that have been or will be reimbursed under any federal program, such as PPP, etc.
- d. Reimbursement to donors for donated items or services.
- e. Workforce bonuses other than hazard pay or overtime.
- f. Severance pay.
- g. Legal settlements.