

## **Potential CDBG-CV Small Business Forgivable Loan Summary of Potential Requirements**

### Mandatory Requirements

- Term of loan including forgiveness rate TBD
- Retention of eligible mid or lower income employee
- Demonstration of eligible expenses (rent; employee wage; PPE equipment; etc.)
- Documentation of how the financial assistance prevents, prepares for, or responds to COVID

### Potential Requirements

- Max amount of forgivable loan (\$5,000 each)
- Max annual sales (no more than \$1 million in 2020)
- Max tenant space (no more than 5,000 square feet)
- Max number of employees (no more than 10)
- Demonstration of Covid revenue loss
- Business types (sales tax generating and/or entertainment uses only first priority)
- Limitations on their ability to operate at full capacity at physical location (State capacity restrictions)
- Good financial standing with the Village
- Other grant/loan recipients (priority to businesses that have not received standard AH 0% loan, Class 6/7, or IL BIG grant)
- Independent stores/businesses only (franchisees ok, but need to show proof of ownership)

### Submittal Requirements

- Village application form
- Executed lease or property ownership verification
- Verification of business ownership (e.g. good standing w/State of IL;Village)
- Documentation demonstrating compliance with loan/grant criteria
- Proof of need
  - Verification of retained employee that meets low-income or moderate-income requirements.
- Other documentation as may be required

“contingent upon HUD’s approval and provision of funds”

February 23, 2021