

BUSINESS GRANTEE CERTIFICATION – USE OF CORONAVIRUS RELIEF FUND PROCEEDS

I, [Insert name of signatory], am the owner/president/chief executive officer of [insert name of business], and I certify that:

1. My business has been adversely affected by the COVID-19 Social Distancing Measures or the Stay-at-Home order
2. My business has less than \$5 million in gross receipts as of the most recent tax reporting year
3. My businesses had at least two employees, including myself, before March 17, 2020, and no more than 100 employees
4. My business was fully operational as of March 17, 2020
5. My business has an operational physical location within the neighborhood boundary of the local program from which I am seeking funds.
6. My business has not received more than a total of \$50,000 in direct COVID-19 relief funding from the New Jersey Economic Development Authority, New Jersey Redevelopment Authority (excluding payments to landlords under the Small Business Lease Emergency Assistance Grant Program), or any other state business recovery program (excluding unemployment compensation from the Department of Labor and Workforce Development) including the New Jersey Department of Community Affairs Neighborhood Revitalization Tax Credit, Neighborhood Preservation, and Main Street New Jersey Programs.
7. My business will not use the funds to support wages, activities, or purchases that have already received reimbursement from any municipal, county, state, federal, foundation, or other private programs, including distributions from the unemployment insurance fund, the Paycheck Protection Program, SBA loans, and any form of federal CARES Act funding.
8. I will immediately return to the grantor any received funds that cannot be fully expended on eligible uses.
9. I will provide written documentation (i.e. invoices, receipts) to the grantor proving that I have fully expended the funds on expenses that were incurred between March 1 and December 30th, 2020 on one or more eligible uses.
10. I will provide written documentation (i.e. invoices, receipts) of expenses to be reimbursed and expenses that already received reimbursement by other State COVID-19 relief programs.

11. I will only use funds for one or more of the following uses:

- a. Commercial mortgage, rent, utilities and other bills relating to the physical location
- b. Resources to get my business established online
- c. Perishable inventory lost due to an interruption of business
- d. Procurement of masks, gloves, and other personal protective equipment
- e. Procurement of shield guards
- f. Procurement of hand sanitizer and sanitizing wipes
- g. Social distancing signage and decals
- h. Procurement of tables, chairs, and other furniture for outdoor dining
- i. Unreimbursed employee wages for activities dedicated to mitigating or responding to the COVID-19 public health emergency (excluding bonuses other than hazard pay and overtime)
- j. Expenses related to training and implement necessary and required protocols to continue operating the business, expenses related to the hiring and paying of employees necessary to implement protocols associated with screening, safety, security, cleaning, and sanitizing business premises to protect the employees and customers from COVID-19
- k. Costs for retooling and technology activities, space and technology upgrades to reopen and conduct business safely, including furniture, barriers, cement planters for pedlets/parklets and technology such as laptops, software, and touch-free credit card payment systems to accommodate social distancing.
- l. Job training, classes and/or technical assistance, including, but not limited to, pivoting or modifying the business model, and training for long-term sustainability planning.
- m. Payment of rent or fees for use of vacant or publicly owned space for outdoor or indoor dining, sales or outdoor programming
- n. Other COVID-19 response uses explicitly authorized by the New Jersey Department of Community Affairs

I certify under the penalties of perjury that I have read the above certification and my statements contained herein are true and correct to the best of my knowledge.

By: _____

Signature: _____

Title: _____

Date: _____