



NORTH SHORE LIFE  
LAKE BLUFF STYLE

## VILLAGE OF LAKE BLUFF 2020 Local Stimulus Grant Program Application

Email applications and all supporting documentation to:

[accountspayable@lakebluff.org](mailto:accountspayable@lakebluff.org)

Please identify your email with *2020 Local Business Grant* in the subject line.

*Please review the Program Guidelines to ensure eligibility.*

APPLICANT INFORMATION		
Legal Name of Business:	_____	
Doing Business as Name:	_____	
Business Address:	_____	
<i>Must be located in CBD, L-1, L-2 AP-1 or S zoning districts.</i>		
Contact Name:	_____	
Contact Phone:	_____	
Contact Email:	_____	
BUSINESS INFORMATION		
Number of Years in Business:	_____	
Was the location in operation on 3/21/2020?	Yes	No
Total Number of locations:	_____	
Is the business operating in a private club or home?	Yes	No
Is the business part of a franchise:	Yes	No
<i>Applicants shall not be a part of a franchise system, private club, or home occupation.</i>		
Has your business received State or Federal Grant assistance related to the current COVID-19 health crisis?	Yes	No
Has your business suffered a 25% or more decline from March 21, 2020 to the date of this application when compared to the same time frame in 2019?	_____	
Compare your sales tax payment in line #25 of form ST-1.	Yes	No
REQUIRED DOCUMENTATION		
1. A completed 2020 Local Stimulus Grant Program Application.		
2. A completed W-9 Federal Tax Form - Taxpayer Identification Number and Certification.		
3. Completed Copies of ST-1 or ST-2 forms filed with the Illinois Department of Revenue for each month in 2019.		
4. Completed Copies of ST-1 or ST-2 forms filed for March 2020 or April 2020 to confirm business decline.		
ACKNOWLEDGMENT & SIGNATURE		
I affirm that I have the authority to file this application on behalf of the listed business and that I have reviewed and understand the rules of the Lake Bluff 2020 Local Stimulus Grant Program. Under penalties of perjury, I state that I have personally examined this application and all supporting documentation and, to the best of my knowledge and belief, this information is true, correct, and complete. I authorize Village representatives to make all reasonable investigation of the business's financial and proprietary information in review of this application and in making a subsequent grant payment, if approved. I also recognize that the Village may be required to release the amount awarded to each applicant, and I consent to proprietary sales information potentially becoming public. By submitting this application to participate in this voluntary Village program, the applicant agrees that: (i) the Village is not and will not be, in any way, liable for any damages or injuries that may be sustained by Applicant as a result of participation in the program; and (ii) the application shall hold harmless and indemnify the Village, the Village's corporate authorities, and all Village elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of such parties in connection with applicant's participation in the program or the applicant's receipt of grant funds.		
Printed Name:	_____	
Signature:	_____	
Date:	_____	

**VILLAGE OF LAKE BLUFF**  
**2020 Local Stimulus Grant Program**

**PURPOSE:**

The purpose of the Village of Lake Bluff 2020 Local Stimulus Grant Program is to support recovery of the local business community from impacts of the COVID-19 pandemic and Governor Pritzker's disaster proclamation.

**ELIGIBILITY:**

- Local business reporting sales tax to the Illinois Department of Revenue to the Village's Location Code (reported on ST-1 or ST-2);
- Applicants business must be located in the CBD, L-1 L-2, AP-1, or S zoning districts.
- Business must have no more than four operating locations;
- Applicants shall not be a part of a franchise system, private club, or home occupation;
- Applicants must have suffered a minimum 25% decline in revenues;
- Applicants must have paid an annual total minimum of \$500 in sales tax during CY2019;
- The applicant's business location in the Village must have been in operation as of March 21, 2020.

**GRANT AMOUNT:**

- Qualified Applicants may receive a rebate of 10% of their sales tax payments for CY2019 with a \$500 minimum and a \$5,000 maximum payment, on a **one-time basis**.
- No rebate of Home Rule Sales Tax is intended with this program;
- The grant amount established is the maximum amount to be received and is **not guaranteed**. Actual grant payments shall be made based actual taxable sales for January 2019 through December 2019.

**PROCEDURES:**

Step 1: Application

- Grant applicants must submit an application form, W-9, and copies of their ST-1 or ST-2 forms filed for all months of calendar year 2019 and for the months of March or April 2020.

Step 2: Review and Award

- The Village shall review the application and the other required materials and, if an applicant is awarded a grant, the Village will issue a check.
- The Village shall accept Grant Request Forms **through October 31, 2020, at which time the program shall cease.**

**ADDITIONAL NOTES:**

- The amount of the awarded grant is subject to 1099-G reporting based on Internal Revenue Service (IRS) requirements (currently \$600 or greater in a calendar year).
- **Program applicants should note that, because the Village may be required or choose to release the amount awarded to each applicant, proprietary sales information may become public.**