



MILWAUKIE ECONOMIC DEVELOPMENT  
[EconDev@milwaukieoregon.gov](mailto:EconDev@milwaukieoregon.gov)  
[www.milwaukieoregon.gov](http://www.milwaukieoregon.gov)

# Business Relief Fund Application

Please submit your completed application by email to the City of Milwaukie Economic Development Department at [EconDev@milwaukieoregon.gov](mailto:EconDev@milwaukieoregon.gov) no later than **5 p.m. on Friday, April 10, 2020.**

**Be sure to DOWNLOAD and SAVE your application prior to submitting.**

## ELIGIBILITY DETERMINATION:

### Check that you meet each requirement:

- The business has a current City of Milwaukie business license.
- The business is a public-facing business (e.g. retail, coffee shop, food service) directly impacted by the Oregon Governor's Executive Orders 20-07 and 20-12 **OR**,
- The business is experiencing 25% or higher decline in revenue or sales due to COVID-19.
- To my knowledge, I do not have any current liens or fees owed to the City of Milwaukie.

### Check the statements that apply to your business:

- Business is a National Franchise
- Business is a Nonprofit Organization
- Business or individual(s) whose primary revenue is generated from rental/income producing properties
- Business owner has any current liens or fees owed to the City of Milwaukie
- None of the above

*If any of the above statements apply to your business, you are not eligible for the Business Relief Fund at this time.*

## APPLICATION:

### LEGAL BUSINESS NAME:

Business Address:

Email:

Business Owner Name:

Phone:

Business Owner Race:

Business Owner Ethnicity:

Business Owner Gender:

Veteran Status:

City of Milwaukie Business License #:

State of Oregon Business Reg. #:

General Business Description:

# of Years in Business:



Will you be using these funds to make changes to your businesses to be able to sell products during the COVID-19 pandemic? (e.g. increase online ordering, delivery, create or shift in products, teleworking for employees):

Are you in need of business support services to create a strategy to stabilize your business?

What other business resources would be helpful to you in dealing with the COVID-19 pandemic?

**AFFIRMATION:**

By checking each item below and signing this application, I affirm that:

- I understand that the grant can be used for working capital expenses such as lease or commercial mortgage payments, utilities, payroll, and essential supplies and that I will have to provide a budget to the City, showing the funds were utilized in accordance with program guidelines.
- I understand and agree that should my business be selected for a grant I will need to complete and sign a separate Grant Agreement with the City of Milwaukie.
- I understand that my business name and grant amount received is public record and may be used by the city for external reporting purposes.
- I understand that information provided in this application is considered a public record and may be subject to public disclosure.

**Business Owner Signature:**

Print Name:

Date: