



HAVERFORD TOWNSHIP “BACK TO BUSINESS – PHASE 1” PROGRAM (American Rescue Plan Act Funded)

Haverford Township recognizes the struggle many businesses endured throughout the early months of the COVID-19 pandemic and continue to feel as our community fights through it. We also recognize the value of local businesses and that local businesses build community. With that acknowledgment, the Township has allocated monies from its American Recovery Plan Act funds to assist Haverford Township businesses that have experienced negative economic impacts from the COVID-19 pandemic. The goal of this program is to help local businesses mitigate financial hardship resulting from the COVID-19 public health emergency. The program is specifically designed to be simple to administer and quick to get monies to Haverford Township businesses!

Eligibility:

- Business must have been active as of March 1, 2020 and continue to be active as of September 1, 2021 and either headquartered or have a physical location in Haverford Township
- Business must have at least \$25,000 in gross receipts as reported on its filed 2019 and 2020 business privilege/mercantile tax returns or Form 990, 990-EZ or 990-N in the case of a not-for-profit 501 (c)(3)
- Business must have sustained at least a 20% reduction in revenues due to the COVID-19 pandemic when comparing 2020 annual receipts to 2019 annual receipts as reported on its filed business privilege/mercantile tax returns or Form 990, 990-EZ or 990-N in the case of a not-for-profit 501 (c)(3)
- If a business started in 2019, gross receipts will be annualized to compare with 2020
- Business must have a current Haverford Township business license and must be current on all Haverford Township Business Privilege/Mercantile and Local Service Tax returns through filings due May 15, 2021 (extended)
- Passive businesses, such as rental property owners are not eligible unless they have employees as reported on properly filed Haverford Township Local Service Tax return as of March 31, 2020
- Not-for-profit 501(c)(3) entities located or headquartered in Haverford Township are eligible for funding but must provide page 1 of IRS Form 990 or 990-EZ. In the case of IRS Form 990-N filers, they must furnish proof of current IRS Form 990-N filing plus an internally prepared financial statement to support the eligibility criteria regarding revenue reduction and gross receipts

Grant Awards:

- One-time grant awards of \$2,500
- ***Total Program is limited to 750 applicants***
- Grants will be paid within 30 days after eligibility has been verified

Application Procedure:

- Applications can be found on the Township website at www.havtwp.org under Current News or paper copies can be obtained at the Township building, Monday thru Friday, 8am – 4pm.
- 1st Round is now open and will remain open until 250 applications are received
- A potential 2nd Round is planned to open **AFTER** Round 1 applications are processed
- Submit both completed application and Federal Form W-9. **Unless the federal government announces otherwise, a Form 1099 will be issued to each recipient.**
- Completed applications can be submitted via email to finance@havtwp.org or dropped off at the Township building (we cannot be held accountable for lost/delayed mail if using the US Postal Service)
- Only completed applications will be considered

Program Notes:

- If you have any questions regarding the program, please contact the Township finance department at 610-446-1000 x2242
- If you have any questions regarding the business tax license or status of business tax filings, please contact Tri-State Financial Group at 610-270-9520



HAVERFORD TOWNSHIP
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Name of Business Applicant _____

Mailing Address _____

City, State, Zip _____

Contact Person/Title _____

Haverford Township Business Tax License # _____

Contact email _____

Contact phone # _____

Physical location of business within Haverford Township _____

If Exempt Organization under IRC 501(c)(3), please check here _____

501 (c)(3) organizations must supply page 1 of their 2019 & 2020 IRS filed Form 990 or 990-EZ to show the 20% revenue loss and at least \$25,000 in gross receipts (Line 12 (for Form 990) or Line 9 (for Form 990-EZ)) in both 2019 & 2020. In cases of Form 990-N filers, proof of current IRS Form 990-N filing plus internally prepared profit & loss statements must be furnished for both 2019 and 2020.

Applicant Certification:

By applying for this funding, applicant certifies that they have read and understand the program and eligibility criteria as described on page 1-2 of this application. Applicant allows use of its Haverford Township business privilege, mercantile and/or local service tax returns to determine program eligibility. Applicant further certifies that the person whose signature appears below is a representative of Applicant and has been duly authorized to apply for this funding. Applicant also acknowledges that these monies are funded through the American Recovery Plan Act for the purpose of mitigating negative economic effects endured as a result of the COVID-19 pandemic.

Representative of Applicant Signature

Date of Application