



GUAM ECONOMIC DEVELOPMENT AUTHORITY

*Guam Small Business
Pandemic Assistance*

GRANT PROGRAM 2021



On March 11, 2021, the American Rescue Plan Act (ARPA) became public law (P.L. 117-2) to assist the states and territories recover and rebuild their economies due to the effects of the 2019 Novel Coronavirus (COVID-19).

The Honorable Lourdes A. Leon Guerrero, Governor of Guam, and The Honorable Joshua F. Tenorio, Lt. Governor of Guam, have directed and provided funding toward the establishment of the Guam Small Business Pandemic Assistance Grant Program 2021 (PAG21). The PAG21 Program provides grants to Guam small businesses to support the immediate stabilization of economy and to bring back jobs and lay the groundwork for a strong and economic recovery due to COVID-19.

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I PROGRAM INFORMATION

DEFINITION

Guam business: A person, partnership, corporation, limited liability company, association, or similar entity that maintains a current license to conduct an income producing business on Guam and can be categorized as a small business using the U.S. SBA Small Business Size Standards matched to the North American Industry Classification System (NAICS).

PRIORITY GROUPS

For the first thirty (30) days, the Guam Economic Development Authority (GEDA) shall set aside \$7,000,000 of the total grant budget to prioritize awards for small businesses with total gross receipts of \$1,500,000 or less reported in 2020.

RECIPIENTS OF THE RESTAURANT REVITALIZATION FUND (RRF)

Recipients of the Restaurant Revitalization Fund (RRF) are eligible to apply, but will not be processed until the day after the grant application period closes. Funding of these recipients will be based on availability of funds.

APPLICATION PERIOD

Applications will be accepted via email to pag2021@gedagrants.com beginning THURSDAY, SEPTEMBER 09, 2021 at 8:00am. The grant application submission deadline is THURSDAY, DECEMBER 09, 2021 at 5:00pm and is subject to the availability of funds.

Applications that are hand delivered to the dropbox available at the GEDA office will not be reviewed until the next business day. Email submissions are highly encouraged.

INELIGIBLE ENTITIES

The following entities shall not be eligible to receive assistance under this program:

- a) Government or Private Hospitals;
- b) Guam Businesses that have eligible gross receipts for 2020 or whose employee count based on their 12/31/2020 SWICA filing is greater than the size standards listed on the U.S. SBA Small Business Size Standards;

c) Any business operating in Guam that is part of a national/international corporation that is wholly owned by said corporation. This shall not apply to locally owned and operated businesses with a national/international brand, such as a franchise or licensing agreement;

d) Guam Businesses that have eligible gross receipts of less than Ten Thousand Dollars (\$10,000.00) based on their total BPT (GRT) filings for 2020;

e) Commercial Landlords;

f) Passive Investment Holdings;

g) Non-profit organizations;

h) Businesses that are now no longer in operation.

ELIGIBLE ENTITIES

Eligible entities shall meet all of the following:

- a) Business with Business Interruption (i.e. business loss);
- b) Business that has eligible gross receipts of Ten Thousand dollars (\$10,000.00) or more based on their total BPT (GRT) filings in 2020 or 2019;
- c) U.S. SBA small business size standards matched to the North American Industry Classification System (NAICS) Code; and
- d) Business is licensed to do business in Guam and files taxes in Guam.

REQUIRED DOCUMENTATION

**Additional information may be required of the applicant*

INCOMPLETE SUBMITTED APPLICATIONS WILL NOT PROGRESS FURTHER IN THE REVIEW PROCESS

a) For eligible businesses in operation prior to January 1, 2020:

- CURRENT BUSINESS LICENSE (S)
Submit licenses that correspond to how you file your BPT (GRTs). For example, if you file under Retail, Wholesale, Service, submit all three licenses
- 2019 BPTs (GRTs) copy of stamped or e-filed January 2019 THROUGH December 2019 or all months in operation
- 2020 BPTs (GRTs) copy of stamped or e-filed January 2020 THROUGH December 2020

- 2021 BPTs (GRTs) copy of stamped or e-filed
Month-ending January 2021 THROUGH Month-ending June 2021
- COMPLETED AND SIGNED APPLICATION FORM
All 3 application pages

b) For eligible businesses that began operations anytime in 2020 or 2021:

- CURRENT BUSINESS LICENSE (S)
Submit licenses that correspond to how you file your BPT (GRTs). For example, if you file under Retail, Wholesale, Service, submit all three licenses
- 2020 BPTs (GRTs) copy of stamped or e-filed
For all months in operation, if applicable
- 2021 BPTs (GRTs) copy of stamped or e-filed
For all months in operation THROUGH month-ending June 2021
- COMPLETED AND SIGNED APPLICATION FORM
All 3 application pages

- 2) Total all eligible gross receipts from the month ending January to December 2020 BPT (GRT) filings to determine the average monthly BPT (GRT) for 2020.
- 3) If the calculated 2020 average monthly BPT (GRT) is greater than that of 2019 calculated average monthly BPT (GRT), then there is no business interruption and the application is determined to be ineligible to receive a grant.
- 4) If the calculated average monthly BPT (GRT) for 2020 is less than the calculated average monthly BPT (GRT) for 2019, subtract the 2020 average monthly BPT (GRT) from 2019 average monthly BPT (GRT). The result will be the reduction in average monthly BPT (GRT) the business incurred in 2020.
- 5) Divide the reduction in average monthly BPT (GRT) in 2020 by the average monthly BPT (GRT) for 2019. The result will be your business interruption percentage.
- 6) If the resulting percentage is 20% or greater, you are eligible based on business interruption.
- 7) Grant award amount is determined by multiplying the average monthly BPT (GRT) for 2019 by 0.30 (30%). The result is the eligible grant amount.

CALCULATION OF AWARD AMOUNT

a) For businesses in operation prior to January 1, 2020

- 1) Total all eligible gross receipts for all months in operation from the month ending January to December 2019 BPT (GRT) filings to determine the average monthly BPT (GRT) for 2019.

GRANT AWARD CALCULATION EXAMPLE FOR BUSINESSES IN OPERATION PRIOR TO JANUARY 1, 2020

A	Pre-Pandemic period average monthly gross receipts <i>month ending January 2019 to December 2019</i>	\$200,000
B	Pandemic period average monthly gross receipts <i>month ending January 2020 to December 2020</i>	\$80,000
C	Difference (A - B): Business Interruption Amount <i>\$200,000 - \$80,000</i>	\$120,000
D	Business Interruption Percentage % (C ÷ A) : Must be at least 20% <i>\$120,000 ÷ \$200,000</i>	60%
E	Grant Calculation and Award (A x 0.30) <i>\$200,000 x 0.30 = \$60,000; which exceeds the \$50,000 award cap</i>	\$50,000

b) For eligible businesses that began operations anytime in 2020 or 2021.

- 1) Total all eligible gross receipts reported on each of the BPT (GRT) filings for the period in operation of 2020 and 2021. Divide the result by the number of monthly BPT (GRT) filings for the same period. This will determine the applicant's average monthly gross receipts for the period.
- 2) Review committee will evaluate all eligible BPT (GRT) filings as well as any other relevant information as requested. Such information shall be utilized in the review and decision for applications for businesses that began operations in 2020 or 2021.
- 3) Grant eligibility and grant award will be determined during this review.

RECONSIDERATION

Applicants who have had their applications deemed ineligible may seek reconsideration based on the following:

- a) Applicants must submit a written request for reconsideration addressed to the GEDA CEO/Administrator no more than ten (10) working days after GEDA sends the grant ineligibility notice detailing the reasoning for reconsideration.
- b) The GEDA grant review committee will assess the application and supporting documents and make recommendation to CEO/Administrator for disposition.
- c) Notice of application disposition by GEDA CEO/Administrator shall be provided to applicant no later than ten (10) working days from said action. Applications that have been reconsidered and approved for grant funding will be provided to DOA for check issuance based on availability of funds.
- d) Reconsiderations will be processed on a first come first serve basis and are subject to the availability of funds.

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APPLICATION PROCESS

STEP 1

Download the grant application form found on the GEDA website at www.investguam.com/smallbusiness2021.

STEP 2

Submit the completed application form and all required documents **via email to** pag2021@gedagrants.com.

STEP 3

GEDA will provide a grant application number that will be posted on www.investguam.com/smallbusiness2021.

STEP 4

If received complete, application will proceed to STEP 5. If incomplete, a GEDA grant manager will post application status on www.investguam.com/smallbusiness2021 listing pending document(s).

STEP 5

Notice of Grant Application Status will be issued via United States Postal Service.

STEP 6

If approved, grant award will be issued via check by the Guam Department of Administration (DOA).

GRANT PROGRAM HELP DESK

Website: www.investguam.com/smallbusiness2021

Email: pag2021@gedagrants.com

Phone Number: 671-647-4332