

State of Michigan Afflicted Business Relief (ABR)

Grant Program Overview

Presented on February 17, 2022



Today's Agenda

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Program Overview

The American Rescue Plan Act (ARPA) provides Michigan with funds to respond to the COVID-19 public health emergency and its negative economic impacts. In December 2021, the State of Michigan approved Public Act 132 of 2021, establishing the Afflicted Business Relief (ABR) Grant Program. ABR will distribute up to \$409 million of those ARPA funds to support certain businesses that experienced financial hardship as a result of the COVID-19 pandemic.



Grants to Address Financial Hardship

This program is intended to address financial hardship realized by select businesses as a result of the COVID-19 pandemic



\$409M in Total Program Funding

The program seeks to distribute up to \$409 Million of Michigan's American Rescue Plan Act funds

Award Methodology Will Vary Based on Operations Date

Date when business began operations will inform how grant award is determined

March 2022						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Application Opens on Tuesday, March 1 at 8 a.m. EST

Application Closes on Thursday, March 31 at 11:59 p.m. EDT

Program Overview

The American Rescue Plan Act (ARPA) provides Michigan with funds to respond to the COVID-19 public health emergency and its negative economic impacts. In December 2021, the State of Michigan approved Public Act 132 of 2021, establishing the Afflicted Business Relief (ABR) Grant Program. ABR will distribute up to \$409 million of those ARPA funds to support certain businesses that experienced financial hardship as a result of the COVID-19 pandemic.



Application and Supporting Documentation Will be Required

Businesses will need to complete an application, provide supporting documents, certify information concerning the application and the business, and agree to a Beneficiary Agreement containing terms and conditions of the ABR grant

Program Eligibility



Program Eligibility Overview

To be considered for an ABR Grant, businesses must meet the following criteria:

❑ ELIGIBLE BUSINESS

“Afflicted business” means a business is **not** tax exempt under the internal revenue code of 1986, 26 USC 1 to 9834, is **not** a government entity, and falls within one of the nine eligible business categories.

❑ LOCATION AND STATUS OF OPERATIONS

ABR grant is based on business conducted in **Michigan**, and the applicant’s business **must be open** and operating at the time of application.

❑ COMMENCEMENT OF OPERATIONS

Separate eligibility criteria apply to businesses depending on whether the business was operating on October 1, 2019 or whether the business began operating after October 1, 2019 but before June 1, 2020.

❑ DECLINE IN SALES AND CERTIFICATION

Businesses that were in operation on October 1, 2019 must demonstrate that the business’s total Michigan sales declined at least 5% between calendar year 2019 and calendar year 2020, after adjustment for any forgiven Paycheck Protection Program (PPP) loans and any federal Restaurant Revitalization (RR) receipts.

Businesses that began operation after October 1, 2019 but before June 1, 2020 must certify that they were fully or partially closed due to an Executive Order or Epidemic Order issued by the Michigan Department of Health and Human Services (MDHHS).

Definitions of Eligible Business Categories



Entertainment Venue

These businesses infer the use of a facility for purposes of spending time engaged as a spectator to a ticketed event.

Eligible businesses that fall within this category include:

- Auditorium
- Arena
- Banquet hall
- Cinema
- Concert hall
- Conference center
- Performance venue
- Sporting venue
- Stadium
- Theater

If a business does not fall directly within one of the subcategories listed above yet identifies as an entertainment venue business, it may still apply under 'Entertainment Venue: Other'.

Businesses that select 'Entertainment Venue: Other' will need to provide a detailed business explanation and provide documentation of the following:

- that it owns or leases a facility
- that it is (or has receipts from) an organization that charges for access to events with a stated duration, and
- that if it has a source of income that exceeds the rental or the charge for access, this income could not be earned without the access charge

Definitions of Eligible Business Categories



Exercise Facility

These businesses have a facility in which individuals participate in individual or group physical activity.

Eligible businesses that fall within this category include:

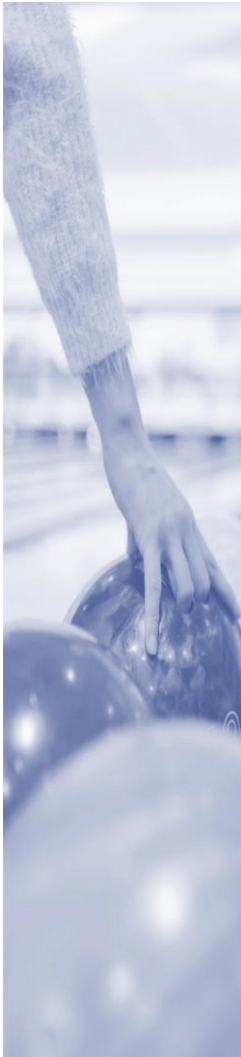
- Gymnasium
- Fitness Center
- Exercise Studio

If a business does not fall directly within one of the subcategories listed above yet identifies as an exercise facility business, it may still apply under 'Exercise Facility: Other'.

Businesses that select 'Exercise Facility: Other' would need to provide a detailed business explanation and provide documentation of the following:

- that it owns or leases a facility in which individuals participate in individual or group physical activity akin to a gymnasium, fitness center or exercise studio, and/or
- that it charges individuals for access to the facility for the purpose of engaging in physical exercise
- if another income stream predominates, its flow/generation must be contingent on the access charge to the facility

Definitions of Eligible Business Categories



Recreation Facility / Place of Public Amusement

These businesses infer the use of a facility for purposes of spending time engaged in some identifiable leisure activity, not as a spectator to a ticketed event.

Eligible businesses that fall within this category include:

- Amusement park
- Arcade
- Bingo hall
- Bowling alley
- Casino
- Nightclub
- Skating rink
- Water park
- Trampoline park

If a business does not fall directly within one of the subcategories listed above, yet identifies as a Place of Public Amusement, it may still apply under 'Place of Public Amusement: Other'.

Businesses that select 'Place of Public Amusement: Other' would need to provide a detailed business explanation and provide documentation of the following:

- that it owns or leases a facility, and/or
- that it is (or has receipts from) an organization that charges for access to the facility for purposes of recreation or public amusement, and
- that if it has a source of income that exceeds the rental or the charge for access, this income could not be earned without the access charge, or the business may be something other than a recreation facility or place of public amusement and may qualify, if at all, on that other basis

Definitions of Eligible Business Categories



Food Service Establishment

These businesses all have a facility in which food or drink is prepared for direct consumption through service on the premises or elsewhere. This also includes and any other eating or drinking establishment or operation where food is served or provided for the public.

Eligible businesses that fall within this category include:

- Fixed or Mobile Restaurant
- Coffee Shop
- Cafeteria
- Short Order Cafe
- Luncheonette
- Grill
- Tearoom
- Tavern
- Bar
- Cocktail Lounge
- Drive-In
- Rental Hall
- Catering Kitchen
- Delicatessen
- Theater
- Commissary
- Food concession
- Sandwich Shop
- Soda fountain
- Industrial Feeding Establishment
- Private Organization Serving the Public

Definitions of Eligible Business Categories



Cosmetologist or Barber Operating as a Business

Both cosmetologist or barber shop businesses fall within this eligible business category.

- "Cosmetologist" means an individual who performs or offers to perform 1 or more cosmetology services. "Cosmetology services" includes hair care services, skin care services, manicuring services, and electrology
- "Barber" means a person who shaves or trims the beard of a person; cuts, trims, shampoos, relaxes, curls, permanently waves, dresses, tints, bleaches, colors, arranges, or styles the hair of a person; massages the face and head of a person; or renders personal services of a similar nature customarily done by a barber

Applicants who fall under "Cosmetologist or Barber" will be required to verify their license status.

Definitions of Eligible Business Categories



Nursery Dealer or Nursery Grower

Both nursery dealer and nursery grower businesses fall within this eligible business category.

- "Nursery" means any grounds or premises on or in which nursery stock is propagated, grown, or cultivated for the purpose of distributing or selling nursery stock as a business
- "Nursery grower" means a person owning, leasing, managing, or in charge of a nursery
- "Nursery dealer" means a person that is not a grower or an original producer of nursery stock in this state, that buys nursery stock for the purpose of reselling or reshipping independently of the control of any nursery grower or nursery dealer, or that is engaged with a nursery grower or nursery dealer in handling nursery stock on a consignment basis

Applicants who fall under “Nursery Dealer or Nursery Grower” will be required to verify their license status.

Definitions of Eligible Business Categories



Athletic Trainer Operating as a Business

Athletic trainers operating as a business fall within this eligible business category.

- "Athletic trainer" means an individual engaged in the practice of athletic training.
- "Practice of athletic training" means the treatment of an individual for risk management and injury prevention, the clinical evaluation and assessment of an individual for an injury or illness, or both, the immediate care and treatment of an individual for an injury or illness, or both, and the rehabilitation and reconditioning of an individual's injury or illness, if those activities are within the rules promulgated under section 17904 and performed under the direction of, on the prescription of, or in collaboration with an individual licensed under part 170 or 175
- The practice of athletic training does not include the practice of physical therapy, the practice of medicine, the practice of osteopathic medicine and surgery, the practice of chiropractic, or medical diagnosis or treatment

Applicants who fall under "Athletic Trainer" will be required to verify their license status.

Definitions of Eligible Business Categories



Body Art Facility

Body art facilities fall within this eligible business category.

- “Body art facility” means the location at which an individual does 1 or more of the following:
 - Performs tattooing
 - Performs branding
 - Performs body piercing

Applicants who fall under “Body Art Facility” will be required to verify their license status.

Definitions of Eligible Business Categories



Hotel and Bed and Breakfast

Hotels and bed and breakfasts fall within this eligible business category.

- “Hotel” means a building or structure kept, used, maintained as, or held out to the public to be an inn, hotel or public lodging house
- “Bed and Breakfast” means a single-family residential structure that meets all of the following criteria:
 - Has 10 or fewer sleeping rooms, including sleeping rooms occupied by the innkeeper, 1 or more of which are available for rent to transient tenants
 - Serves meals at no extra cost to its transient tenants
 - Has a smoke detector in proper working order in each sleeping room and a fire extinguisher in proper working order on each floor
- Landlord/tenant relationships are not within the scope of this program’s relief
- Home sharing and short-term rentals (e.g., Airbnb, VRBO) are not within the scope of this program’s relief

Applicants who fall under “Hotel” or “Bed and Breakfast” will be required to verify their license status.

Required Application Documentation

Upload calendar year 2019 & 2020 annual Michigan tax returns:

- For businesses that are food service establishments, hotels, or bed & breakfasts, upload your annual Sales, Use, Withholding Taxes combined return, meaning a 5081 (or amended 5082 if applicable)
- For businesses organized as a C-Corp or LLC filing federal as a C-Corp, please upload your corporate income tax return
- For business organized as Sole Proprietorships, please upload your Michigan individual income tax return (MI-1040), or amended return (form 5530)

Upload your calendar year 2019 & 2020 federal income tax returns:

- For businesses organized as a C-Corp or LLC filing federally as a C-Corp, please upload your federal 1120 return
- For businesses organized as an S-Corp, please upload your federal 1120S return
- For business organized as a LLC, please upload your federal 1065 return
- For business organized as Sole Proprietorships, please upload your federal 1040 return

Copy of facility lease evidencing lease cost paid for CY 2020 (if applicable)

Documentation of total (non-residential) property tax paid and Summer and Winter Property Tax invoices for CY 2020 (*two individual uploads*)

Copy of on-premise retail liquor license, food service establishment license and fees paid during CY 2020 (if applicable), and any other applicable current business license(s) and inspection fees paid in CY 2020

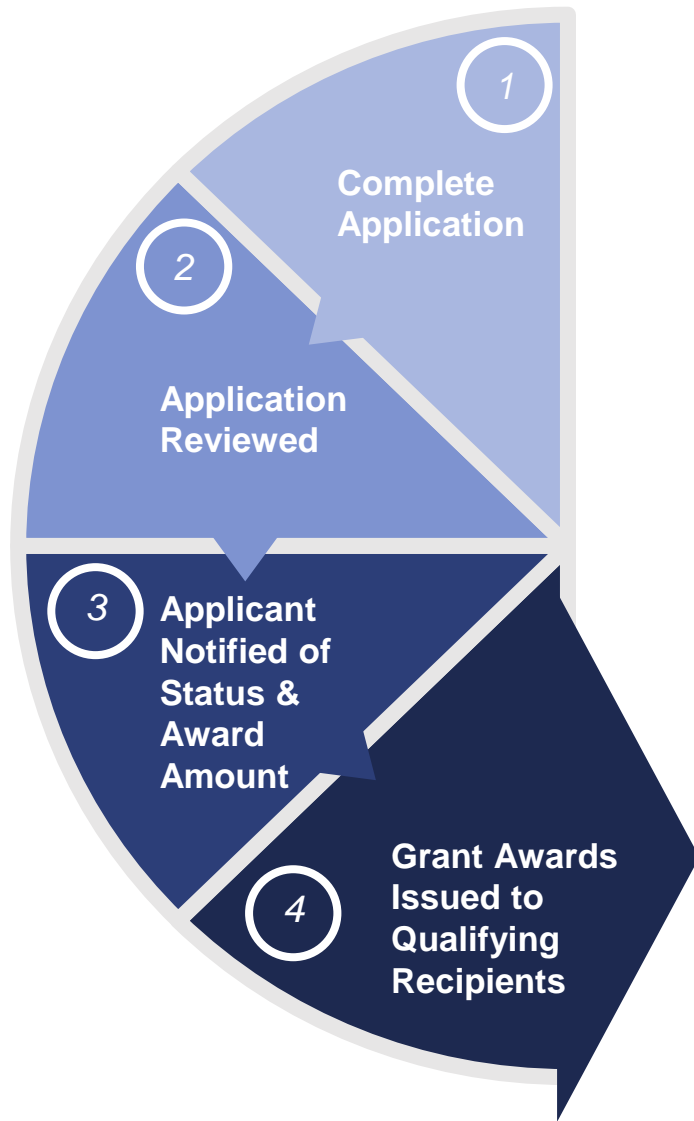
Copy of current business registration and, if applicable, copy of Certificate of Good Standing

Audited financial statements for 2019 and 2020 (if available)

Application Process



Application Timeline and Key Dates



Dates	Activities
February 2022	Public information sessions held, detailed instructions on the web-based application, and step-by-step application instructions posted
March 1, 2022	Application opens at 8 a.m. through link published on Department of Treasury website - www.Michigan.gov/abr
March 31, 2022	Application window closes at 11:59 p.m. EDT March 31 No late applications will be accepted, as the web-based application will be locked at this date
April to May 2022	Application review, award determination, and proration of grant awards (if necessary)
June 2022	Applicants will be notified of their pending award, and the award amount
July 1, 2022	All payments will be issued via ACH Transfer prior to July 1, 2022
September 30, 2022	The Department of Treasury is to post a report of all awarded grants, pursuant to PA 132

Application: Tab 1 – Applicant Information



* Applicant Point of Contact First Name

* Applicant Point of Contact Last Name

* Applicant Point of Contact Relationship to Business (Title)

* Applicant Point of Contact Daytime Phone Number

* Applicant Point of Contact Email Address

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Application: Tab 2 – Business Information

Applicant Information

Business Information

Bank Information

Financial Information

Supporting Documentation

Certifications

Submission

* Business Entity Name

* Doing Business As (if applicable)

* Business Entity Physical Street Address (Primary Location)

* Business Entity Physical City

* Business Entity Physical Zip Code + 4

* Business Entity Physical County

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Application: Tab 3 – Bank Information



* Bank Name

* Bank Account Number

* Bank Routing Number

* Type of Account

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Application: Tab 4 – Financial Information

Applicant Information

Business Information

Bank Information

Financial Information

Supporting Documentation

Certifications

Submission

* Total Sales in Michigan in calendar year 2019 (all income from sales)

* Total Sales in Michigan in calendar year 2020 (all income from sales)

* Did your business receive a Payroll Protection Program (PPP) loan in Calendar Year 2020 that was forgiven?

--None--



* Did your business receive a federal Restaurant Revitalization Grant in calendar year 2020?

--None--



* Did your business receive any other federal COVID-19 related grant for calendar year 2020 (do not include loans that were repaid)

--None--



* Total Property Tax paid in calendar year 2020 (if applicable) (Do not include property tax paid on residential property)

* Total Lease Costs paid in calendar year 2020 (if applicable)

* Total Unemployment insurance taxes paid in calendar year 2020

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Application: Tab 5 – Supporting Documentation



Document Name	Required	Upload	File Name	Delete File
Audited Financial Statement 2019	<input type="checkbox"/>	<input type="button" value="Upload"/>		<input type="button" value="Delete"/>
2019 Federal Income Tax Returns	<input checked="" type="checkbox"/>	<input type="button" value="Upload"/>		<input type="button" value="Delete"/>
Michigan IIT Return (MI-1040 or 5530)	<input checked="" type="checkbox"/>	<input type="button" value="Upload"/>		<input type="button" value="Delete"/>

Application: Tab 6 – Certifications

Applicant Information

Business Information

Bank Information

Financial Information

Supporting Documentation

Certifications

Submission

My business is a non-tax exempt, non-governmental entity

*

I understand and agree that my business must use all Afflicted Business Relief grant funds in accordance with all applicable state and federal requirements, as per PA 132 Sec. 401 & the Treasury Final Rule, as well as those included in the Beneficiary Agreement that I must execute in order to receive this grant award.

*

I understand that if I falsify any certification that I am required to make in order to receive an Afflicted Business Relief grant, I will be required to forfeit and repay to the State of Michigan any ABR grant funds paid to my business.

*

I understand that depending on the number of eligible businesses that apply for a Michigan Afflicted Business Relief grant and the total amount of funds available, my grant may be pro-rated to ensure that all eligible and qualifying businesses receive grant awards.

*

I declare and affirm under the penalties of perjury that this application, and all information provided in support of this application, has been examined by me, and to the best of my knowledge and belief, is in all things, complete, true and correct.

*

I certify and attest that my business was adversely impacted by the COVID-19 pandemic as indicated by a decline in total sales in Michigan of at least 5% for calendar year 2020 compared to calendar year 2019.

*

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Application: Tab 7 – Submission & Beneficiary Agreement

Applicant Information

Business Information

Bank Information

Financial Information

Supporting Documentation

Certifications

Submission

STATE OF MICHIGAN
AFFLICTED BUSINESS RELIEF GRANT PROGRAM
BENEFICIARY AGREEMENT

Recipient name and address:	UEI/DUNS/SAM Number: Taxpayer Identification Number:
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Sections 602(b) and 603(b) of the Social Security Act as added by section 9901 of the American Rescue Plan Act (ARPA), Pub. L. No. 117-2 (March 11, 2021) established the Coronavirus State and Local Fiscal Recovery Fund (SLFRF) to provide state, local, and tribal governments with the resources needed to respond to the pandemic and its economic effects and to build a stronger, more equitable economy during the recovery. Pursuant to this plan, the State of Michigan (State) has received federal funds that may be used to respond to the public health emergency or its negative economic impacts.

The State has determined it is necessary to provide economic support and aid to Michigan businesses in certain industries impacted by business interruptions or other effects from the COVID-19 emergency and has established an Afflicted Business Relief (ABR) grant program pursuant to Public Act 132 of 2021 (PA 132) for this purpose. The ABR program has launched a website through which it is accepting applications for this assistance.

As part of the application process, an applicant must supply information to the State necessary to determine a business's eligibility for and the amount of any award (the "Grant"). After a review of this information and conditioned upon the State's determination that the business is eligible for assistance, the State agrees to issue a Grant to the business (the "Beneficiary").

What to expect after you submit your application

- ❑ **Once you submit, you will receive an automated email confirming your submission.** If you do not receive this email, please check for an email coming from **Treas-abr@michigan.gov**. You may need to check your spam filter if you do not receive it.
- ❑ **If contacted, please respond within 5 days.** In certain instances, you may be contacted to clarify information provided in your application or to provide additional documentation. All application-related communications will be directed to the contact information provided in the application under the 'Applicant Point of Contact' field. If you do not reply to the information request in a timely manner (< 5 days), your application will be deemed ineligible.
- ❑ **When a grant award has been determined.** You'll receive an email acknowledging denial or approval and specifying the award amount. If you have any questions about these documents or don't receive updates on your application, please contact **Treas-abr@michigan.gov**.

Award Calculations



Award Calculation

Businesses in Operation on October 1, 2019

For businesses in operation on **October 1, 2019**, grant awards will be calculated using 3 primary steps:

(1) Calculate Decline in Total Michigan Sales (2019 – 2020)

Decline in total Michigan sales calculation steps:

- a) Calculate CY 2019 and CY 2020 total Michigan sales
- b) Identify and offset select COVID-19 relief payments:
 - o Paycheck Protection Program (PPP) Loans forgiven
 - o Restaurant Revitalization Fund Program relief received
- c) Subtract adjusted CY 2020 total MI sales from CY 2019 total MI sales
- d) Verify the percent decline in total Michigan sales is equal to or greater than 5 percent

Sample Calculation – Food Truck Vendor

a) CY 2019 MI sales	\$200,000
a) CY 2020 MI sales	\$100,000
b) Sum of COVID-19 relief payments	\$455 (Hospitality Relief Fund)
c) Adjusted CY 2020 MI sales	$\$100,000 + \$455 = \$100,455$
d) Decline in total Michigan sales	$\$200,000 - \$100,455 = \mathbf{\$99,545}$
e) % Decline in total Michigan sales	$(\$99,545/\$200,000) * 100 = \mathbf{49.8\%}$ <i>Eligible for ABR funding</i>

The decline in total Michigan sales between calendar year 2019 and 2020 must be equal to or greater than 5 percent for an applicant to be eligible for the Michigan ABR Grant Program

Award Calculation

Businesses in Operation on October 1, 2019

For businesses in operation on **October 1, 2019**, grant awards will be calculated using 3 primary steps:

(2) Calculate the Cap on Applicant's Financial Hardship (Award Cap)

Financial Hardship is equal to the sum of the following 5 factors paid in CY 2020:

- a) MI property tax paid (or 17% of lease costs paid by the business owner)
- b) 50% of MI unemployment insurance taxes
- c) The amount of on-premise retail liquor license fees
- d) The amount of license required inspection fees paid under the Michigan Food Inspection law
- e) The amount of any other business license or inspection fees

The sum of the above factors represents the Award Cap—the maximum grant an applicant may receive through the ABR Grant Program. The final award amount is further determined through Step 3

Sample Calculation – Food Truck Vendor

a) Lease costs	$\$7,500 * 0.17 = \$1,224$
b) MI unemployment insurance taxes	\$0 (no employees)
c) On-premise retail liquor license fees	\$0 (N/A)
d) License required inspection fees	\$500
e) Other business license or inspection fees	\$0
Cap on Financial Hardship (Sum of a – e)	$\\$1,224 + \\$500 = \\$1,724$

Award Calculation

Businesses in Operation on October 1, 2019

For businesses in operation on **October 1, 2019**, grant awards will be calculated using 3 primary steps:

(3) Determine the Grant Award

The grant award is a percentage of an applicant's Financial Hardship, determined by the decline in total sales capped by the amount determined in Step 2:

% Decline in 2019-2020 Michigan Total Sales	Grant Award
20% or more	100% of financial hardship
≥15% but <20%	75% of financial hardship
≥10% but <15%	50% of financial hardship
≥5% but <10%	25% of financial hardship

Sample Calculation – Food Truck Vendor

% Decline in total Michigan sales	$(\$99,545/\$200,000) * 100 = 49.8\%$
Financial Hardship	\$1,724
Grant Award	\$1,724 <i>(100% of financial hardship)</i>

Award Calculation

Commencing Operation After October 1, 2019 but before June 1, 2020

For businesses beginning operation **after October 1, 2019 but before June 1, 2020**, grant awards will be calculated using 2 primary steps:

(1) Calculate the Applicant's Financial Hardship

Because businesses in this category lack sufficient comparative sales data, Financial Hardship is equal to the sum of the following 5 factors paid for CY 2020:

- a) MI property tax paid (or 17% of lease costs paid by the business owner)
- b) 50% of MI unemployment insurance taxes
- c) The amount of on-premise retail liquor license fees
- d) The amount of license required inspection fees paid under the Michigan Food Inspection law
- e) The amount of any other business license or inspection fees

Sample Calculation – Food Truck Vendor

a) Lease costs	$\$7,500 * 0.17 = \$1,224$
b) MI unemployment insurance taxes	\$0 (no employees)
c) On-premise retail liquor license fees	\$0 (N/A)
d) License required inspection fees	\$500
e) Other business license or inspection fees	\$0
Financial Hardship (Sum of a – e)	$\\$1,224 + \\$500 = \\$1,724$

Award Calculation

Commencing Operation After October 1, 2019 but Before June 1, 2020

For businesses beginning operation **after October 1, 2019 but before June 1, 2020**, grant awards will be calculated using 2 primary steps:

(2) Determine the Grant Award

The grant award is equal to 25 percent of the applicant's Financial Hardship, calculated in Step 1

Sample Calculation – Food Truck Vendor	
Financial Hardship	\$1,724
Grant Award	$1,724 * 0.25 = \$431$ (25% of financial hardship)

Duplication of Benefits

Federal law prohibits ARPA funds from being used to compensate for the same economic loss twice

In administering this federally-funded ABR program, the State of Michigan must comply with all applicable Federal statutes, regulations, and executive orders. Federal rules and regulations prohibit a recipient of this program from receiving federal assistance if that recipient has already been fully compensated for their entire economic loss by any other source of funding.

Receipt of federal funds from other COVID-related funding does not necessarily disqualify an afflicted business from relief under Michigan's Afflicted Business Relief Grant Program. However, it may affect the amount of relief available to the business and may even reduce it to zero.

As part of the business certification, businesses must certify the following:

My business suffered losses during the COVID-19 pandemic. I understand that the purpose of this grant award is to help alleviate those losses. I understand and agree that no portion of any grant award my business receives through this program will be used by me to “alleviate” loss resulting from the COVID-19 Public Health Emergency and its negative economic impacts that has been or will be reimbursed through other sources, including, specifically, all other non-loan COVID relief funds from governmental and private sources.

Additional Information & Checklists



Eligibility Checklist

For businesses that were in operation on 10/1/19

- ❑ **Confirm your business type is eligible.** Public Act 132 of 2021 identified “afflicted businesses” as businesses that because of their specific industry type were most likely to have suffered financial hardship. “Afflicted business” means a business:
 - ✓ has a business operated in Michigan,
 - ✓ is not tax exempt under the internal revenue code of 1986, 26 USC 1 to 9834,
 - ✓ is not a government entity,
 - ✓ falls within one of the nine eligible business categories,
 - ✓ and is currently open for business.

- ❑ **Did your business have a decline in total Michigan sales between calendar year 2019 and 2020 equal to or greater than 5 percent?** If not, you are ineligible at this time. Businesses that were in operation on or before October 1, 2019 must certify that they have sustained a loss of at least 5% in total sales between calendar year 2019 and calendar year 2020. The decline in total sales will also be adjusted for any apportioned Paycheck Protection Program (PPP) receipts and any apportioned Restaurant Revitalization (RR) receipts.

- ❑ **Provide information on financial hardship.** The sum of the following fixed costs determines the amount at which your business’s financial hardship is capped: 2020 MI property tax paid (or 17% of lease costs paid by the business owner), 50% of MI unemployment insurance taxes, amount of on-premise retail liquor license fees, amount of license required inspection fees paid under the Michigan Food Inspection law, and the amount of any other state license or inspection fees paid during calendar year 2020.

- ❑ **Submit a complete application.** An “afflicted business” will have qualified for a grant if, and only if, the afflicted business has submitted a completed grant application, has provided supporting financial documentation, and certified and attested, under penalty of perjury, to numerous statutory requirements. Applications will be accepted up until March 31 at 11:59 p.m. EDT. Paper applications will not be accepted.

Eligibility Checklist

For businesses that began operating after 10/1/19 but before 6/1/20

- Confirm your business type is eligible.** Public Act 132 of 2021 identified “afflicted businesses” as businesses that because of their specific industry type were most likely to have suffered financial hardship. “Afflicted business” means a business:
 - ✓ has a business operated in Michigan,
 - ✓ is not tax exempt under the internal revenue code of 1986, 26 USC 1 to 9834,
 - ✓ is not a government entity,
 - ✓ falls within one of the nine eligible business categories,
 - ✓ and is currently open for business.

- Certify that your business was fully or partially closed due to COVID-19 Public Health Emergency.** Businesses that began operation after October 1, 2019 but before June 1, 2020 must certify that they were closed or partially closed due to an executive order or epidemic order issued by the Michigan Department of Health and Human Services.

- Provide information on financial hardship.** Due to the lack of comparative sales data for businesses in this category, the sum of the following fixed costs determines the amount of your business’s financial hardship: 2020 MI property tax paid (or 17% of lease costs paid by the business owner), 50% of MI unemployment insurance taxes, amount of on-premise retail liquor license fees, amount of license required inspection fees paid under the Michigan Food Inspection law, and the amount of any other state license or inspection fees paid during calendar year 2020.

- Submit a complete application.** An “afflicted business” will have qualified for a grant if, and only if, the afflicted business has submitted a completed grant application, has provided supporting financial documentation, and certified and attested, under penalty of perjury to numerous statutory requirements. Applications will be accepted up until March 31 at 11:59 p.m. EDT. Paper applications will not be accepted.

Application Checklist

CONTACT INFORMATION

Phone number(s) and email address(s) for both the business and an application point of contact

EMPLOYEE IDENTIFICATION NUMBER (EIN)

Your Federal Tax Identification Number is used to identify a business entity. You can determine your eligibility and apply for an EIN at the IRS website.

PROOF OF BUSINESS REGISTRATION

Evidence of current business registration with the Michigan Department of Licensing and Regulatory Affairs (LARA) proving the existence of your business

EVIDENCE OF TOTAL (NON-RESIDENTIAL) PROPERTY TAX PAID

Documentation of MI Property Tax paid for CY 2020 and Invoice for Summer and Winter property tax (if applicable)

EVIDENCE OF FACILITY LEASE COST (if applicable)

Copy of facility lease evidencing lease cost for CY 2020

EVIDENCE OF STATE UNEMPLOYMENT INSURANCE PAID (if applicable)

Evidence of Michigan unemployment insurance for CY 2020

CALENDER YEAR 2019 CALENDER YEAR 2020 AUDITED FINANCIAL STATEMENTS (if available)

2019 AND 2020 FEDERAL TAX RETURN(S)

- For businesses organized as a C-Corp or LLC filing federally as a C-Corp, please upload your federal 1120 return
- For businesses organized as an S-Corp, please upload your federal 1120S return
- For business organized as a LLC, please upload your federal 1065 return
- For business organized as Sole Proprietorships, please upload your federal 1040 return

2019 AND 2020 STATE TAX RETURN(S)

- For businesses that are food service industry, hotel, and bed & breakfast, upload your annual Sales, Use, Withholding Taxes combined return, meaning a 5081 (or amended 5082 if applicable)
- For businesses organized as a C-Corp or LLC filing federal as a C-Corp, please upload your corporate income tax return
- For business organized as Sole Proprietorships, please upload your Michigan individual income tax return, meaning MI-1040, or amended return, meaning form 5530

OTHER FINANCIAL INFORMATION

Additional financial information that will be required includes 1) Payroll Protection Program (PPP) loan that was forgiven 2) federal Restaurant Revitalization Grant 3) on-premises retail Liquor License Fee 4) Food Inspection Fee 5) Other state license and inspection fees, and 6) the amount of all other COVID-19 related assistance received

CERTIFICATE OF GOOD STANDING (if applicable)

A Michigan certificate of good standing verifies that a limited liability company (LLC) or corporation was legally formed and has been properly maintained.



For More Information

QUESTIONS?

Find FAQs and additional resources online
www.michigan.gov/abr

STILL NEED ASSISTANCE?

Email Treas-abr@michigan.gov
Call (866) 507-8462

SUSPECT FRAUD BY AN INDIVIDUAL OR BUSINESS SEEKING AN ABR GRANT?

Report suspected fraud at
Treas-ABRFraudReporting@michigan.gov
(anonymous reporting available)