**How to apply for Small Business COVID Grants:**

Visit <https://andersonsc.viewpointcloud.com>

Click on **Economic Development**

Select **Small Business COVID Grants**

* Log in using Secure Portal
* Sign up with your username and password; if you are a new applicant, create a login.
* Continue to the application.

**Materials to gather beforehand:**

* Payroll Documentation. For businesses with more than 1 employee, a copy of 2019 w3 showing the number of employees. If not required to fill out a w3, please submit a copy of your 2019 1040 form.
* A copy of City of Anderson business license.
* If sole proprietor, S-Corp, or partnership, please attach a copy of your IRS required business schedules (i.e. Schedule C, K1 form, etc.)
* A completed and signed IRS w-9 form.
* SAM code registration and DUNS number (follow links to apply)

<https://www.sam.gov/SAM/>

<https://www.dnb.com/duns-number/get-a-duns.html>

* Most Current Profit and Loss Statement or Balance sheet to provide verification of financial hardship. These documents will be kept confidential as they can be deemed proprietary.

**Be prepared to answer questions related to the following:**

* Duplication of Assistance (applicant will complete a questionnaire answering whether have applied for or received any of the following benefits: Paycheck Protection Program {PPP) funding, Economic Injury Disaster Loan (EIDL) funding, SBA Debt Relief program (Loan payment forgiveness)
* Business is in good standing/not listed on HUD debarred list
* *Identification of race, income level, and jobs category* (i.e. Officials & Managers, Professionals, Technicians, Sales, Office and Clerical, Craft Workers (Skilled), Operatives (Semi-Skilled), Laborers (Unskilled), Service Workers) *for all jobs retained*.