



ALLEGHENY COUNTY

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Application Period Opens March 15 for Hospitality Industry Relief Program *Potential Applicants Encouraged to Gather Required Documentation Now*

PITTSBURGH – County Executive Rich Fitzgerald today announced that the COVID-19 Hospitality Industry Recovery Program (CHIRP) in Allegheny County will begin accepting applications at noon on Monday, March 15 at <https://alleghenycounty.us/CHIRP>. The state-established program allows businesses in the hospitality industry that were affected by the pandemic to receive grants of up to \$50,000 to offset losses.

“The hospitality industry is that sector of our economy which has probably been hardest hit by the pandemic,” said Fitzgerald. “Thanks to the efforts by the state legislature to provide this funding, we will be able to provide financial grants to small businesses in the county with operations most impacted by COVID-19. With the application period opening next week, we encourage business owners who are eligible to spend this time gathering the necessary information and documentation to submit their application.”

Allegheny County has contracted with the Southwestern PA Corporation (SPC), a Certified Economic Development Organization (CEDO), to process applications from businesses in the county. The program will be administered by Allegheny County Economic Development. The application is designed to be completed in a single sitting and should take no more than 15 minutes if all information has been gathered ahead of time and is ready to be uploaded. The application is not designed to be saved and completed at a later date, and incomplete applications will not be accepted.

In advance of the March 15 start date, interested businesses should confirm their eligibility for the program and gather documentation. Applicants improve their chances for success by having an initial complete and accurate application. Interested parties can access program information and sign up to receive email updates at <https://alleghenycounty.us/CHIRP>.

Confirm Eligibility:

- Business has 6-digit North American Industry Classification System (NAICS) code beginning with 721 (Accommodation) or 722 (Food Services and Drinking Places); this is your principal business activity code listed on Line B of your 1040 Schedule C tax return filed for 2019;
- Business lost 25% or more in gross receipts between 2019 and 2020;
- Business operates in Allegheny County; businesses with more than one location should apply to the county program where their headquarters is located, or where their address is listed on their 2019 tax returns;
- Business has fewer than 300 full-time equivalent employees;
- Business has a maximum tangible net worth of not more than \$15 million;
- Business was in operation on February 15, 2020, remains in operation now, and does not intend to permanently cease operations within one year of the date of application; and
- Business has experienced an adverse economic impact from COVID-19 on the eligible applicant which makes the grant request necessary to support the ongoing operations of the eligible applicant.

Nonprofit organizations are not eligible. Landlords who lease space are not eligible.

The following information is required for completion of the application; where appropriate, documents will need to be electronically submitted:

- IRS tax form W9 with taxpayer identification number or federal employer identification number;
- Number of full-time equivalency employees;
- Electronic copy of 2019 Business Tax Return, if the return exists, or gross receipts by quarter for 2019;
- Electronic copy of 2020 Business Tax Return, if the return exists, or gross receipts by quarter for 2020;
- Bank name, account name, account type (checking, money market, etc.), bank account number, and bank routing number;
- Electronic copy of voided check for account to which funds will be sent (paper checks will not be issued); and
- Operating expenses (including rent, payroll, utilities, etc.) incurred between March 1, 2020 and time of application that have NOT already been offset by other grants, reimbursements or forgivable loans.

Grants will be between \$5,000 and \$50,000 in \$5,000 increments depending on business size in revenue.

Applicants are encouraged to visit the webpage for information and answers to frequently asked questions, and to sign up for email updates: <https://alleghenycounty.us/CHIRP>.

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Lance Chimka, Director

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