

The Routt County Business Relief Grant Program

Business Name:	
Date Application Received:	Reviewer Initials:
Total Grant Request:	Date Reviewed:
Use of Funds: Rent \$ _____ Bldg Mortgage \$ _____ Payroll \$ _____ Other \$ _____	
Priority 1 Elements – Must meet all 11 criteria in this section to meet eligibility guidelines. Answer yes, no, or missing for each.	
Has a business in Routt County that started operations on or before March 10, 2020.	
Is a for-profit, independently owned local business and is temporarily closed or experiencing dramatically limited operations due to COVID-19 Public Health Orders.	
Has no more than 50 full-time equivalent (FTE) positions.	
Is registered with the Colorado Secretary of State's Office.	
Is in good standing with Routt County for any permits, licenses, taxes, and fees.	
Business consistently follows all local, state, and federal laws and regulations and operates in a neighborly manner.	
The business is in compliance with the executive orders pertaining to the public health emergency due to COVID-19 and all applicable statewide and local public health orders, including capacity restrictions and will continue into the future.	
Businesses with more than one physical location in Routt County are ONLY applying for the grant program for one location. The FTE count is based only on the specific location applying for the grant.	
Business is not a corporately-owned chain.	
W-9 Form was submitted with the application.	
Funding cannot be used for expenses already paid for by federal Paycheck Protection Program (PPP).	
	Meets all 11 criteria (Yes or No)
Priority 2 Elements – To be Considered by Review Committee	
Applicant has effectively described business hardships resulting from COVID-19 (0-5 pts)	
Applicant has effectively described how they intend to utilize grant funds. (0-5 pts)	
Business is locally owned and operated (owner resides in Routt County and manages business at identified location) (2 pts)	
Business has longevity in Routt County(0-4 pts) a. 0-1 year = 1 pt b. 1-4 years = 2 pts c. 4-9 years = 3 pts d. 10+ years = 4 pts	
Business provides full-time jobs or FTEs for 3-25 employees (2 pts)	
Business is a restaurant and/or bar (2 pts)	
	Total Points from Priority 2 (Max Score 20)
Final Consideration by Review Committee	
What are the total points for this application? (Maximum score = 20 pts)	
Should this business be approved for COVID-19 Small Business Support and Recovery Grant? (Yes / No)	
What is the total recommended grant amount? (maximum allowed \$15,000)	\$

This scoring matrix is to ensure each project aligns with current county goals and the intent of the grant program. Staff will tally the average score from all task force member's scoresheets to determine the final score for the applicant. It is important to note some businesses may not qualify and funds may be denied.