



City of Hobbs Contact:  
Meghan Mooney, Dir. of Communications  
575-391-4169  
[mmooney@hobbsnm.org](mailto:mmooney@hobbsnm.org)

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FOR IMMEDIATE RELEASE

### **City of Hobbs Opens Applications for Small Business CARES Act Funding**

The City of Hobbs wishes to make small businesses aware \$658,969 dollars of \$1.375 million requested have been received in CARES Act Small Business Continuity grants from the State of New Mexico. Qualified applicants could be awarded up to \$5,000 in grant awards and up to \$20,000 in the aggregate. The grant funds are available to small businesses with fifty (50) or fewer full-time employees.

Please see below for further small business requirements:

- The registered business must be headquartered in Hobbs, New Mexico;
- The business must have been established prior to March 1, 2019;
- Funding may be spent on “business continuity” expenses;
- Additional funding may be received for “business redesign” expenses necessary to adopt COVID Safe Practices;
- The business must have been forced to close or severely adjust operations as a result of the closure orders from the State and have an annual revenue of \$2 million or less prior to the COVID-19 pandemic;
- Business continuity grant money must be spent on non-owner employee payroll, rent, scheduled mortgage payments, insurance, utilities, or marketing;
- Business redesign grant money must be spent on reconfiguring physical space, installing plexiglass barriers, purchasing web-conferencing, other technology to facilitate work-at-home conditions, or PPE for employees;
- The grant application requires a NM tax ID number, local business license number, and current certificate of good standing.

The Small Business Continuity Grant Committee and the Hobbs City Commission have worked diligently to finalize details of the application process following training from the State. Please see below for details on the application process:

- The online application may be found near the top of the homepage at [www.hobbsnm.org](http://www.hobbsnm.org) or at [https://hobbsnm.org/CARES\\_App.html](https://hobbsnm.org/CARES_App.html);
- Funding will be awarded by the City Commission at the regularly scheduled Commission Meeting once all qualifications are met. The timeline of submittal is from September 22, 2020

to December 4th, 2020. Funding will be awarded in the order applications are submitted, i.e., first come first served, until there are no longer funds available;

- Once a qualified application is submitted, the applicant has ten (10) business days to submit qualifying documents to a link provided by the City of Hobbs Staff;
- Once awarded, reimbursement forms will need to be completed and uploaded with supporting documentation attached, in two requests: 1. From March 1, 2020 to June 30, 2020 and 2. From July 1, 2020 to December 30, 2020 (back up documentation consists of receipts, cancelled checks, mortgage/rent agreements, payroll registers etc.).

General Services Director and one of the leads on the CARES Act Grant application for the City of Hobbs, Shelia Baker, stated, "These funds are critical to the community for a full recovery. Staff have worked diligently with attention to detail to create a process that is as streamlined and simple to follow. We want everyone to feel comfortable and confident in the process and the City of Hobbs. All are encouraged to reach out to City Staff with questions."

Mayor Sam D. Cobb stated, "We possessed a thriving economy prior to the COVID-19 pandemic, and we expect to return to that. We are here to serve our citizens, which is why we applied for the grant. We are grateful for the State of New Mexico's approval and assistance. In order to get further faster, we encourage all qualifying small businesses to apply for CARES Act funding through this process. We want every business possible to receive a portion to help them recover and thrive."

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