



OVERVIEW

COVID-19 AWARDS

PROVIDER RELIEF FUND

RHC TESTING FUND

UNINSURED RELIEF FUND

HHS COVID-19 Awards

The information contained on this section of the TAGGS website provides data on the awards made by HHS using emergency supplemental appropriation funding provided in the Coronavirus Preparedness and Response Supplemental Appropriations Act, 2020, the Families First Coronavirus Response Act, the CARES Act (Coronavirus Aid, Relief, and Economic Security Act), and the Paycheck Protection Program and Health Care Enhancement Act.

COVID-19 RESOURCES

- [Coronavirus.gov](#)
- [Coronavirus Disease 2019 \(COVID-19\) \(CDC.gov\)](#)
- [What the U.S. Government is Doing \(USA.gov\)](#)
- [HHS News Releases](#)

City of Hobbs CARES Act Relief Funds Small Business Application Process

- ▶ City of Hobbs request for funding from the State of New Mexico:
- ▶ Application to State of New Mexico:
- ▶ Total requested funds \$1,375,000
- ▶ Total estimated qualifying businesses 100
- Total award amount \$658,969**

City of Hobbs CARES Act Relief Funds Small Business Application Process

**Applicants may receive up to \$5,000 per application
(not to exceed \$20,000 in the aggregate per entity)**

Qualifications: (source: **STATE of NM Small Business Continuity Grant**)

Business must be headquartered in Hobbs New Mexico

Business must have had a start date prior to March 1, 2019

Business with 50 or fewer full-time equivalent employees

Business must have annual revenue of \$2 million or less

Business must have been forced to close or severely curtail business operations



City of Hobbs CARES Act Relief Funds Small Business Application Process

**Applicants may receive up to \$5,000 per application
(not to exceed \$20,000 in the aggregate per entity)**

Businesses that DO NOT qualify:

Business headquartered outside of Hobbs New Mexico

Business started after March 1, 2019

Business with 50 or more full-time equivalent employees

Business with annual revenue of exceeding \$2 million

Business that was not forced to close or had severely curtail business operations

City of Hobbs CARES Act Relief Funds Small Business Application Process

**Applicants may receive up to \$5,000 per application
(not to exceed \$20,000 in the aggregate per entity)**

Eligible Expenditures: (REIMBURSEMENT ONLY)

***Expenses incurred from March 1, 2020 to June 30, 2020 will need to be submitted separately**

***Expenses incurred from July 1, 2020 to December 30, 2020 will need to be submitted separately**

Expenses must be spent on eligible “business continuity”

**Expenses must be spent on eligible “business redesign” necessary to adopt
COVID Safe Practices**

*** Two NM State Government Fiscal Years (fiscal year 2020 and 2021)**

City of Hobbs CARES Act Relief Funds Small Business Application Process

**Applicants may receive up to \$5,000 per application
(not to exceed \$20,000 in the aggregate per entity)**

Eligible Expenditures: “business continuity”

Non-Owner employee payroll

Rent

Scheduled mortgage payments

Insurance

Utilities

Marketing



City of Hobbs CARES Act Relief Funds Small Business Application Process

**Applicants may receive up to \$5,000 per application
(not to exceed \$20,000 in the aggregate per entity)**

Eligible Expenditures: “business redesign”

Reconfiguring physical space

Installing plexi glass barriers

Purchasing web-conferencing or other technology to facilitate work-at-home

PPE for employees

Temporary structures to mitigate the spread of Covid-19



City of Hobbs CARES Act Relief Funds Small Business Application Process

**Applicants may receive up to \$5,000 per application
(not to exceed \$20,000 in the aggregate per entity)**

NON - Eligible Expenditures:

Permanent structures

Owner payroll

Qualifying expenditures that were used for a prior federal grant

Example:

**SBA Paycheck Protection Program Loan or Economic Injury Disaster
Loan**



City of Hobbs CARES Act Relief Funds Small Business Application Process

TIMELINE:

Application process starts 9-22-2020 and ends 12-4-2020

Will be on a first come first serve basis.

**Or until \$658,969 has been awarded to qualifying applicants
prior to 12-4-2020**



City of Hobbs CARES Act Relief Funds Small Business Application Process

TIMELINE:

Application will be on the City of Hobbs website (fillable pdf document)

Sign and email complete application to SBAApplication@hobbsnm.org

After submittal of completed application, a link will be provided to upload and submit qualifying documents

Documents must be uploaded and submitted within 10 days

City of Hobbs CARES Act Relief Funds Small Business Application Process

TIMELINE:

**Qualifying applicant awards will be approved at the regularly scheduled
Commission Meeting**



City of Hobbs CARES Act Relief Funds Small Business Application Process

Qualifying Documents:

- ▶ Copy of City of Hobbs Business Registration
- ▶
- ▶ Copy of Certificate of Good Standing and Compliance with State of New Mexico (if applicable)
- ▶
- ▶ Copy of June 30, 2020 IRS Form 941
- ▶
- ▶ Copy of NM Taxation and Revenue Department CRS –1 March 2019
- ▶
- ▶ Copy of NM Taxation and Revenue Department CRS–1 April 2019
- ▶
- ▶ Copy of NM Taxation and Revenue Department CRS–1 March 2020
- ▶
- ▶ Copy of NM Taxation and Revenue Department CRS–1 April 2020
- ▶
- ▶ Copy of either IRS form Schedule C, 1120, 990, K–1 or audited financial statement for calendar year 2019 (whichever entity applies)
- ▶
- ▶ Copy of report for SUTA wage and employee amounts 4th quarter December 2019
- ▶
- ▶ Related Party Disclosure Form
- ▶
- ▶ Completed W–9 Form
- ▶ Mortgage or Rental Agreement

City of Hobbs CARES Act Relief Funds Small Business Application Process

Expenditure Reimbursement Requests:

Will need to be submitted on two fiscal years and itemized between “business continuity” and “business redesign”

Business Continuity – 3-1-2020 to 6-30-2020

Business Continuity - 7-1-2020 to 12-30-2020

Business Redesign - 3-1-2020 to 6-30-2020

Business Redesign - 7-1-2020 to 12-30-2020

*** Note: expenditures already reimbursed by a federal program will not qualify.**

CARES Act Relief Funds – Small Business Application Instructions

STATE OF NEW MEXICO SMALL BUSINESS CONTINUITY GRANT APPLICATION PERIOD OPENS SEPTEMBER 22 2020 AND CLOSES DECEMBER 4, 2020

The CARES Act provides that payments from the Fund may only be used to cover costs that—

1. Are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
2. Were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and
3. Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

The State of New Mexico is providing Coronavirus Aid Relief funds to reimburse costs for expense due to COVID-19.

*****IMPORTANT: PLEASE READ ALL OF THE CORONAVIRUS RELIEF FUND GUIDANCE FOR STATE, TERRITORIAL, LOCAL, AND TRIBAL GOVERNMENTS INFORMATION.**

APPLICATIONS ARE FINAL UPON SUBMISSION. THEREFORE, ADDITIONAL INFORMATION WILL NOT BE REQUESTED OR CONSIDERED EXCEPT FOR THE DOCUMENTS LISTED BELOW.

Who can apply?

- This grant is available to qualifying small businesses with 50 or fewer full-time equivalent employees in Hobbs, New Mexico as long as funding remains for the program. The grant proceeds must be spent on eligible “business continuity” expenses. In addition, you may qualify for additional funding for “business redesign” expenses necessary to adopt COVID Safe Practices, and eligible expenses for both portions of this grant program outlined below.
- To be eligible, your company must be headquartered in Hobbs, New Mexico and either have been forced to close or severely curtail business operations as a result of closure orders from the state and have an annual revenue of \$2 million or less prior to the impact of COVID-19. The business must have also had a start date of March 1, 2019 or prior.
- **QUALIFIED APPLICANTS WILL BE AWARDED ONE GRANT AT THE CITY COMMISSION MEETING AS FOLLOWS:**
Applicants may receive up to \$ 5,000 per application, not to exceed \$20,000 in the aggregate per entity.
Amount requested _____ (under thresholds only)
NOTE: If awarded, expenditures will be on a reimbursement basis up to award amount
- Related Party – If a City of Hobbs employee owned business or related party business qualifies for an award, the award must be approved and disclosed to the City Commission

Who is not eligible to apply?

- Businesses located outside the City of Hobbs, New Mexico

Questions:

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