Henrico County Microenterprise Relief Fund

Virginia LISC and Henrico County are partnering together to provide relief to small businesses harmed by the COVID-19 pandemic.

The Henrico County Microenterprise Relief Fund is a $300,000 fund created to provide grants to support microenterprises in Henrico County. Eligible small businesses will receive grants up to $10,000 to cover payroll, rent, utilities, vendor bills, and COVID-19 recovery related expenses.

The Fund is made possible by Henrico County Community Development Block Grant (CDBG) funding provided by the Department of Housing and Urban Development. CDBG is a type of federal funding with specific eligibility criteria.

Grant Awards:
Between $3,000 and $10,000.

Permitted Uses:
- **Payroll**: costs only for employees (full-time and part-time), not contract labor.
- **Rent payments**: rent between March 16, 2020 and the application date.
- **Utility payments**: payments between March 16, 2020 and the application date.
- **Vendor bills**: for goods already purchased that are unable to be sold, returned, or used due to the COVID-19 pandemic.
- **Response and Recovery**: items purchased to operate safely during the COVID-19 pandemic, such as personal protection equipment (PPE), retrofits to your physical establishment, etc.
Eligibility:

**Microenterprise:** 5 or fewer employees, one of whom owns the enterprise.

**Income:** Owner’s household income is at or below 80% of the area median income.

**Years of Operation:** The business must have been in operation as of March 16, 2019.

**Physical Storefront:** The business must have a physical storefront where they shall make their best effort to provide goods or services during the normal operating hours, consistent with local, state, or national guidelines, while grant funds are used.

**License:** Possess a valid Henrico County business license.

**Financial Obligations:** Current on all financial obligations to Henrico County as of March 16, 2020, including utilities, property taxes, real estate taxes, and meals tax, if applicable.

**Zoning:** In compliance with Henrico County zoning regulations.

**Priority Consideration:** Businesses located in a Henrico County Enterprise Zone or a Low- or Moderate-Income Census Block Group. If your business is not located in either area, you may still be eligible for this grant and are strongly encouraged to apply.

Visit [https://lisc.tfaforms.net/41](https://lisc.tfaforms.net/41) to start your application.

**Application Deadline:**
**Friday, August 21, 2020 at 11:59pm**

---

**Required Documents**

- Documentation that the business is located in an Enterprise Zone or Low- or Moderate-Income Census Block Group (via tax return or lease contract)
- Proposed use of funds up to $10,000 itemized by type and amount dedicated
- Documentation that the owner’s household income is at or below 80% AMI
- Complete W-9 and ACH form
- Documentation that the business is a microenterprise with up to 5 employees, one of whom owns the enterprise
- Upon review, additional information may be requested

*LISC recommends that you begin collecting this information. If you are selected, you will be required to submit the documentation to prove eligibility.*

---

**For more information:**

Review the program webpage at [www.virginialisc.org](http://www.virginialisc.org)

Get in touch with Virginia LISC at vash@lisc.org