



**LEE COUNTY BOARD OF COUNTY COMMISSIONERS**  
**LeeCARES Round 2 Business Assistance**  
**Business Rehire Grant**

**Description**

Lee County's COVID-19 Business Assistance Program for Job Creation (Business Rehire) provides grant funding to small businesses for **rehiring** full-time equivalent (FTE) positions that were on the payroll as of March 1, 2020.

**Program Objectives**

Create (rehire) jobs for up to 4,000 individuals and stabilize and strengthen existing businesses impacted by the COVID-19 crisis.

**Funding Source**

Coronavirus Relief Fund through the Coronavirus Aid, Relief and Economic Security Act (CARES)

**Grant Size**

The grant amount awarded for each FTE rehire will vary according to wages paid.

Hourly Wage	Grant Amount
Less than \$15	\$5,000
\$15 to \$20	\$6,500
Over \$20	\$8,000

**Financing Terms**

- Maximum of two grants per business with 5 or less employees (i.e., up to 2 FTEs);
- Maximum of four grants per business with 6-10 employees (i.e., up to 4 FTEs);
- Maximum grants for business with more than 10 employees determined on a case by case basis considering amount of funding still available, size of company payroll, and other relevant considerations as determined in the County's sole discretion;
- Approximately 40% of each job grant may be accessed once the FTE is back on the payroll. The remainder of each job grant may be accessed once the FTE has been retained for 60 days.

**Program Requirements/Eligibility**

- Rehire at least one (1) FTE job (One FTE equals two Part-Time jobs; see definitions below for requirements). The FTE rehires are by position and are not person/employee specific;
- Eligible positions must be rehired on or after July 6, 2020;
- Wages will exceed Florida's minimum wage;
- Business was in existence on January 1, 2020;
- Business must be headquartered or primarily located within Lee County;
- Applicant cannot owe outstanding property taxes, fees, or judgments to the County or its

municipalities, and property must be free of all County/City liens and encumbrances.

- Business must have 250 or fewer full-time, W-2 employees (companies with common ownership and/or common DBA will be treated as a single business);
- Business must have a current Business Tax Receipt issued by Lee County;
- Business may be home-based or located in an owned or leased commercial space;
- 501(c)3 and 501(c)19 nonprofits are eligible;
- Business cannot be a publicly traded company;
- Businesses that received Payroll Protection Program (PPP) funds and are currently within the loan forgiveness period are not eligible;
- Ineligible businesses include: Gambling Institutions, Multi-Level Marketing Organizations, Real Estate Investment Firms (REITS), and Adult Entertainment.

### **Eligible Funding Activities**

- Working capital expenses (e.g., rent, utilities, payroll, insurance, inventory);
- Business related professional services (e.g., accounting, marketing, software, legal assistance);
- Employee training.

### **Ineligible Activities**

- Refinance existing debt;
- Down payment for other financing;
- Owner pay or investor distribution.

### **Application Review Criteria**

Completeness of application package (all required submittals must be included, accurate and signed where necessary).

- Note: ALL INCOMPLETE applications will be DENIED

### **Application and Approval Process**

Applications will be submitted electronically through the LeeCARES Business Assistance web portal.

- LeeCARES Business Rehire Program Application;
- Payroll register from March 1, 2020 showing number of full and part-time employees AND most recent payroll register as of application date. If leased employees, Payroll Report from leasing company from March 1, 2020;
- Current Lee County Business Tax Receipt;
- Tax and other documents to be determined.

### **Definitions**

- FTE – W-2 employees working 32+ hours/week\*;
- FTE rehire cannot include business owners, investors or their immediate family members;
- FTE requires demonstration of continuous employment for a minimum of 260 hours in order to draw down 100% of awarded grant.

\*NOTE: Converting previous 1099 workers to new W-2 employee positions is allowed. However, converting previous W-2 positions to 1099 status is not permitted under the program.