

Dear Board of Selectmen and Town Administrators,

The Department of Housing and Community Development (DHCD) has awarded \$690,000 to Greenfield to administer the regional application for the Microenterprise Assistance Program to help very small business owners with from the CDBG-CV funds.

Your municipality was part of the regional application and if you have not done so already, please provide documentation of a previous vote or obtain a vote to confirm your community's desire to make this program available to your small business.

The City of Greenfield is administering this grant and the Franklin County Community Development Corporation (FCCDC) will be processing applications. Eligible businesses in your community may apply for up to \$10,000 in assistance. The program description and eligibility information is here:

<https://greenfield-ma.gov/p/2954/Small-Business-Assistance-COVID-19>.

If you have any businesses that would like to get an email as soon as applications are available, please have them visit https://bit.ly/COVID_RMAP to sign up for emails. We are still waiting for additional guidance from DHCD on some critical program design questions, so the launching of the program has taken longer than expected.

Applicants will be required to prove that they are current on taxes, DBA Certificates, and all licenses. Please alert your treasurer/clerk that Amy Shapiro at the Franklin County Community Development Corporation will be contacting them to confirm each applicant's status with local requirements (taxes, DBA certificates, & locally required licenses).

In September, we will be holding an informational meeting for Town Leadership and another for potential applicants. We will send you more information once these meetings have been scheduled.

If you have additional questions about this program, please contact Lindsay Rowe, Community Development Administrator at lindsay.rowe@greenfield-ma.gov or 413.772.1548x5. Lindsay will be responsible for the day-to-day administration of this program in collaboration with the FCCDC's work. Thank you for your patience.

Best regards,

MJ Adams, Director

Community & Economic Development