

## FAQ

### WHO IS ELIGIBLE TO APPLY?

- **Businesses registered with the Hawaii Department of Commerce and Consumer Affairs and Sole Proprietors**
- **Must have been established and registered for business with the State of Hawai'i prior to March 20, 2020, the effective date of the Mayor of the City and County of Honolulu's Supplemental Proclamation of Emergency Disaster (COVID-19) (Novel Coronavirus)**
- **Annual Gross Revenue must be less than \$1,000,000 and have 30 or fewer employees**

### IS THIS A GRANT OR A LOAN?

- **This is a reimbursement program that offers up to \$10,000 to businesses that qualify**
- **Reimbursement is one time only and applicant may not reapply**
- **Applicants must show proof of payment for expenses being claimed**

### HOW DO I APPLY FOR THIS GRANT?

1. **Go to [www.oneoahu.org](http://www.oneoahu.org) website, to the Small Business Relief and Recovery Fund webpage and follow instructions. You will need your Hawaii State GET number to select the Credit Union processing your application. The website will also inform you what personal and business information you should prepare beforehand as the actual Application will be handled by the Credit Union to which you will be directed.**

### CAN I SELECT WHICH CREDIT UNION TO GO FOR THE GRANT?

- **Our partner Credit Unions are:**
  - **Aloha Pacific Federal Credit Union**
  - **Hawaii State Federal Credit Union**
  - **HawaiiUSA Federal Credit Union**
  - **Honolulu Federal Credit Union**
- **To insure speed of application and payment, participating Credit Unions have agreed to handle requests based on the last four digits of the Applicant's State GET number. Applicant will select the assigned credit union based on your GET number.**

### WHAT TYPES OF COSTS ARE REIMBURSABLE?

- **Costs incurred from business interruption due to the COVID-19 Emergency Proclamations promulgated on March 20, 2020**
- **Examples of expenditures include Rent, Payroll, Utilities, and costs incurred to meet requirements of social distancing and employee/customer safety such as provision of hand**

sanitizers, disinfecting, installation of barriers/protection devices, signs and electronic/automation equipment

**WHAT IS NOT REIMBURSABLE?**

- Those costs in the listing for reimbursable expenses that have already been compensated for under Federally-funded CARES Act funds such as Paycheck Protection Plan (PPP) or Economic Injury Disaster Loan (EIDL). Applicants must certify these funds, if received, did not pay for items being claimed.

**WHAT ARE THE QUALIFICATIONS?**

- For full listing, see [www.oneoahu.org](http://www.oneoahu.org) Small Business Relief and Recovery Fund page

**CAN NON-PROFIT ORGANIZATIONS APPLY?**

- Only 501(c)3 and 501(c)19 non-profit organizations located on Oahu are eligible

**HOW LONG WILL IT TAKE TO KNOW MY APPLICATION HAS BEEN APPROVED? HOW LONG TO RECEIVE FUNDS?**

- The Credit Union assigned to you have been requested to inform you of application approval or denial within three (3) working days, and any payment to be sent to you within seven (7) working days

**HOW LONG WILL THIS PROGRAM LAST?**

- As long as the funds allocated to this program remain. By Federal Guidance, all funds must be expended by December 30, 2020.

**MUST I PAY TAX ON THIS GRANT?**

- The Federal Government has not stated specifically what tax obligations result from receiving these grants. Applicant will need to fill out Form W-9 and will be issued a Form 1099.