Chisago County
Nonprofit Relief Grant Guidelines

Purpose: Chisago County received funds from the State of Minnesota through the Federal CARES Act. The Chisago County Board of Commissioners determined that a share of those funds would be made available in the form of grants to assist the nonprofits most adversely affected by the COVID-19 outbreak.

Many of the Cities in Chisago County are also contributing to the fund to assist more businesses throughout the County.

Eligible Applicants:
• Nonprofit organizations that can demonstrate a loss of income or demand for services due to covid-19.
• Nonprofits with 100 FTE (Full Time Equivalent) employees or less.
• All eligible applicants must have a physical location in Chisago County and serve the residents of Chisago County. The service area may be broader, but the grant funds are intended for services in Chisago County.
• All eligible applicants must be registered with the Minnesota Secretary of State or other licensing authorities and have been operating since March 1, 2020.
• Nonprofits are eligible to apply but may only receive funding from one local unit of government.
• Religious organizations with a social services component that is available to the general public and not restricted by ethnicity, gender, orientation, or ability.

Ineligible Applicants
• Religious organizations without a social service component.
• Government Agencies

Eligible Uses of the Funds:
• Business Expenses such as:
  o Personal protective equipment (PPE)
  o Lease or mortgage payments
  o Utilities
  o Phone/Internet
  o Insurance

Note: Municipal Utilities, payroll, and owners personal use are an ineligible use of funds. Expenses reimbursed by another State or Federal grant are not eligible.
Funding Information:
- Eligible applicants may request up to $10,000 in grant assistance based upon need. Actual grant award will be based on number of employees, eligible expenses, and impact to the organization.
- Applications will be considered and acted on by the Chisago County HRA-EDA.

Timelines:
- Grant applications will open on August 24, 2020.
- Grantees will be notified approximately 2 weeks after submittal.
- Funding is limited and grants will be provided first come first serve and based upon eligibility and until the funds are expended.
- Grants applications will be accepted until September 21, 2020 or until the Nonprofit Relief Grant Funds are exhausted, whichever occurs first.

Application Requirements:
The Nonprofit Relief Grant application must be completed in its entirety by the applicant and submitted to the Chisago County HRA-EDA online found at www.chisagocounty.org or to the Chisago County HRA-EDA office, located at 38871 7th Ave, PO Box 815, North Branch, MN 55056. Online applications are preferred.
- Completed application document.
- Copy of IRS Nonprofit Determination Letter.
- The most recent federal 990 tax return filed by the nonprofit (first six pages are sufficient).
- Income/Expense statements for the second quarter of 2019 and the second quarter of 2020 will be required. New businesses that were not open second quarter of 2019 will provide Income/Expense statements for 2020.
- Grant recipients are required to provide evidence in the form of paid or unpaid invoices, statements, or similar documentation from March 1 to July 31, 2020 and projected expenses through December 31, 2020.
- Nonprofits current filing with the Minnesota Secretary of State Office, if applicable.
- Other items as requested by the Chisago County HRA-EDA

Grant Awards:
- Applications and awards will be made through the Chisago County HRA-EDA office. Upon a successful grant application, the recipient will enter into a grant agreement before funds are distributed.

Click button below to complete the grant application
If you will be completing the application at a later date, save this document in your files to access the link at any time.

Grant Application