

# COVID-19 Hospitality Industry Recovery Program Award Agreement

## **Section I: Subgrantee Information**

Name:

Address:

Phone Number:

Email:

## **Section II: Use of Funding**

By signing this document you are certifying that the funds received through the Bucks Back to Work Grant will be used appropriately as follows:

No funds received through this program may be used for the same purpose that other grant or loan funding is reported to be used for. This includes but is not limited to payroll and personal protective equipment expenses. A duplication of benefits (DOB) occurs when a person, household, business, sub-recipient, or other entity receives assistance from multiple sources for a cumulative amount that exceeds the total need for the same purpose. The amount of the duplication is the amount of assistance provided more than need. When assistance covers only a part of the recipient's needs, additional assistance to cover needs not met by other sources will not cause a DOB; assistance may only pay for eligible activities to address unmet needs. If (Subgrantee) receives funding from another source for expenses that are reimbursed by this agreement, (Subgrantee) hereby attests to immediately notify the Economic Development Corporation and County of the duplication of benefits and return such funds. Funding sources that are covered under DOB include:

1. The CARES Act or Consolidated Appropriations Act, 2021 money that is not required to be repaid to the Federal Government.
2. The act of May 29, 2020 (P.L. , No.2A), known as the COVID-19 Emergency Supplement to the General Appropriation Act of 2019.

Funds may be used for eligible operating expenses. Eligible operating expenses are defined as an operating expense, including a payroll and nonpayroll expense, that is both ordinary and necessary. An ordinary expense is one that is common and accepted in an eligible applicant's industry. A necessary expense is one that is helpful and appropriate for an eligible applicant's trade or business. For purposes of determining an eligible operating expense, the following limitations shall apply:

- The operating expense must have been incurred between March 1, 2020, and June 15, 2021.

- For a mortgage and rent obligations must have been in force before February 15, 2020.
- For utility costs, service must have begun before February 15, 2020.

**Section III: Acknowledgements**

By signing this document you are acknowledging that the information provided to the county through this program is subject to Right to Know Law and that you are aware of what this means for your personal records. If you need to declare any documents to be personal identifiable information or trade secret, please include a description as an attachment to this form.

**Section IV: Signature**

I certify with my signature that I read, understand and acknowledge the terms of this agreement, and that I will use the funds I receive through this program in accordance with the law and the regulations outlined on this form. Further, I certify that I have not received any additional financial awards and that nothing has changed regarding my financial records since my application for the Bucks Back to Work Grant was submitted. If for any reason I no longer need the funds being awarded from this program, I agree to notify the Bucks County Economic Development Corporation and the County of Bucks by July 15, 2021.

*Signature:*

*Printed Name & Title:*

*Date:*