

City of Hermosa Beach Guide for Keep LA County Dining Grant Program

Keep LA County Dining Grant Program

- Up to \$30,000 for working capital assistance for eligible restaurants
- Application period opens 12/3 at 12:00 AM and will close on 12/6 or once 2,500 applications are received
- The application requires an impact statement and we have drafted a sample statement you can customize to help streamline your application.
- The application requires a copy of your current business license. If you need a copy, please be sure to email business_license@hermosabeach.gov before close of business 12 PM Thursday.
- Other application requirements are largely business and financial documents and we have put together a checklist to help simplify what documents must be collected.
- More info on this grant: <https://keeplacountydining.lacda.org/>

Document Checklist

- COVID-19 Grant Agreement. *(see grant application on website)*
- COVID-19 Statement of Impact. *(see sample statement below)*
- Signed federal 2018 or 2019 tax returns.
- Current business license. If current license is not available, expired business license with proof of renewal payment made. *(please contact business_license@hermosabeach.gov before 6 PM Thursday if you need a copy of your current business license)*
- Copy of inspection grade card issued by the Public Health Department.
- Government-issued photo identification for business principals. interest.
- Organizational documents:
 - **Sole proprietor:** Fictitious name filing, if applicable.
 - **Corporations:** Filed State of California Secretary of State Statement of Information showing all officers. Provide copies of all filed amendments to the SOI. Two officers will be required to sign the Grant Agreement.
 - **Limited Liability Companies (LLC):** Operating agreement and Secretary of State Statement of Information (Limited Liability Company) forms LLC-1, LLC-12, and LLC-2, if applicable.
 - **Trusts:** Provide a copy of signed and notarized Trust Certification.
 - **Partnerships:** Provide a copy of the signed Partnership Agreement.
- IRS Forms 941 for Quarter 3-2020 or payroll documentation to verify employee size.

In order to issue grant award payments in a timely manner, it is imperative that applicants submit applications with information that matches what has been filed with the Secretary of State. To file a Statement of Information with the Secretary of State, [PLEASE CLICK HERE](#). Please plan accordingly and consider filing electronically when possible. Please see Secretary of State website for processing timeframes.

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Sample Impact Statement

[Business name] is a locally-owned restaurant located in Hermosa Beach that has been in operation since [year]. During pre-pandemic times, our business typically operated with [X] employees and had a seating capacity of [X]. Our business and staff have and continue to implement operational changes to comply with the various changes to the public health orders issued since March. [We are a participant in the Safe in the South Bay program, demonstrating our commitment to keeping our community safe and helping to build consumer confidence in the provision of a safe dining experience in our community to complies with the Public Health Protocols.] The COVID-19 Pandemic and changes to public health orders have had the following impacts to our business:

- March through May – With the initial Safer at Home Order between March and May 2020, our restaurant was limited to takeout/delivery only or was closed to customers. During this time our business had a loss of revenue of [X% or \$X] and had to furlough/layoff [X] staff.
- June/July – Once on-site dining was allowed, our business spent [\$X] to [build out or expand] an outdoor dining space to comply with the public health orders and provide a safe outdoor dining experience to our customers. With our outdoor space we have an outdoor capacity of [X seats or X% of our normal capacity].
- 4th of July Weekend – While restaurants were not ordered to close over the 4th of July weekend, the late announcement regarding the closure of beaches for 7/3 through 7/5 was not made until after most food and material orders had already been placed and could not be adjusted. The effect of that weekend beach closure resulted in revenue losses of [\$X] with the dramatic decline in beachgoers and unsold food.
- October/November – As fall set in and outdoor dining remained the only on-site dining option, our business invested in [\$X] in lighting/canopies/heaters so that we could continue to provide a safe and outdoor dining experience for our customers. With this type of equipment in high-demand and limited supply throughout the region, businesses often pay a premium to rent or purchase this equipment.
- November – With the closure of outdoor dining going into effect the day before Thanksgiving, our business was once again in a place where food and materials were ordered to serve customers on Thanksgiving that resulted in a loss of [\$X]. At this time our business is [operating with takeout/delivery, has consolidated locations, or is closed at this time.] With the current limitation of outdoor dining our business has had to layoff/furlough [X] staff and is anticipated to see a weekly decline in revenue of [\$X or X%].

If you have not yet taken the Safe in the South Bay Pledge, you may do so here:

<https://app.smartsheet.com/b/form/d909517f14894e48a1f0ca6c3fa05c86>