



County of Monterey

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

File #: 20-830, Version: 1

- a. Receive the Monterey County Workforce Development Board's proposal to create a Small Business Relief program in response to COVID-19 impacts, using the County's Coronavirus Aid, Relief, and Economics Security (CARES) Act funding; and
- b. Provide further direction to staff (ADDED VIA ADDENDA)

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Receive the Monterey County Workforce Development Board's proposal to create a Small Business Relief program in response to COVID-19 impacts, using the County's Coronavirus Aid, Relief, and Economics Security (CARES) Act funding; and
- b. Provide further direction to staff

SUMMARY:

On October 6, 2020, the Board of Supervisors received an Expenditure Progress Report from key departments indicating that all County departments were on track to meet their CARES funding expenditure goals with the exception of the District Attorney's department, which stated that it will not spend its allocation and will generate savings of \$468,000.

In addition to receiving the Expenditure Progress Report for the CARES funding, the Board of Supervisors directed staff to explore the creation of a Small Business Relief program with a budget of approximately \$500,000 to assist the County to fully expend the CARES funding by providing grants to small businesses directly affected by COVID-19.

DISCUSSION:

The Monterey County Workforce Development Board (WDB) provides business engagement services to County businesses, including providing small COVID-19 relief grants to local small businesses under its Monterey County Works program. Grants of up to \$2,500 are provided to help businesses to retain their employees and deal with unanticipated financial impacts arising from COVID-19.

The WDB proposes to provide a similar program that conforms with the requirements for CARES expenditures, including the requirement for records retention and audit participation, that leverages and enhances the WDB's existing, business-serving grant program.

It is anticipated that two weeks of start-up time would be needed from Board of Supervisors' approval to taking applications for grants that could be in the range of \$5,000 to \$15,000 based on need. Once the grant program is approved, staff will develop forms and outreach materials for community stakeholders.

Initially, the CARES business grants would focus on small businesses with fewer than 75 employees to assist these businesses to stay open during the winter. Possible uses for the funding would include salaries, rent, utilities, tables and chairs for outdoor seating, and exposure mitigation equipment including dividers and air purifiers.

The WDB staff will administer these grants and provide program oversight. Grant oversight will include verification and justification of expenditures through receipts and an on-site review. It will also be necessary to coordinate with other cities to ensure that a business has not already received CARES or Monterey County Works funding.

Outreach for a CARES grant program will be provided by the County and WDB websites, with webinars to be developed to assist businesses with the application process. The WDB will provide information on the grant program to all local Chambers of Commerce and service groups for additional outreach to businesses.

Input from the Board of Supervisors is sought to identify additional modes of outreach for the proposed program and any eligibility criteria for the program not covered in the CARES expenditure requirements, such as whether the Small Business Relief program would serve only those businesses in unincorporated areas of the County versus serving businesses countywide.

OTHER AGENCY INVOLVEMENT:

None.

FINANCING:

There is no impact to General Fund.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The Monterey County Workforce Development Board's proposal to provide a Small Business Relief program to the residents of Monterey County using CARES funding is consistent with the following Strategic Initiatives:

- √ Economic Development - Through collaboration, strengthen economic development to ensure a diversified and healthy economy.
- √ Administration - Promote an organization that practices efficient and effective resource management and is recognized for responsiveness, strong customer orientation, accountability and transparency.
- √ Health & Human Services - Improve health and quality of life through County supported policies, programs, and services; promoting access to equitable opportunities for healthy choices and healthy environments in collaboration with communities.

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