PROGRAM OVERVIEW

Idaho small businesses are the lifeblood of our communities and the backbone of our state’s economy. However, the ongoing COVID-19 pandemic outbreak has forced widespread closures of small businesses across the Gem State, threatening livelihoods, property, eliminating jobs, and imperiling the future of local establishments across our state.

The Rebound Idaho Small Business Grant will provide up to $10,000 in financial grant support for Idaho small businesses and nonprofits with employees that have suffered devastating interruptions due to COVID-19.

WHO IS ELIGIBLE TO APPLY?

Any eligible Idaho-domiciled company with an Employer Identification Number (EIN) can apply for a Rebound Idaho Small Business Grant, including:

- Sole proprietorships
- Partnerships
- C-Corps
- S-Corps
- LLCs
- 501(c)(3) nonprofits
- 501(c)(6) organizations
- 501(c)(19) veterans organizations
- Tribal businesses (sec. 31(b)(2)(c) of Small Business Act)

Eligible entities with an EIN also must meet the following criteria:

- Have an active Idaho State Tax Commission withholding account established prior to January 1, 2020;
- Had between one and 50 employees as of February 15, 2020;
- Have suffered a qualified business interruption;
- Didn’t receive an SBA-backed Payroll Protection loan or received less than $10,000 in such a loan;
- Didn’t receive compensation from an insurance company for the covered business interruption due to COVID-19 or received less than $10,000 in such compensation; and
- Your business isn’t a subsidiary of a business with more than 50 employees, isn’t part of a larger business enterprise with more than 50 employees and is not owned by a business with more than 50 employees.
WHAT ARE THE AWARD AMOUNTS?
Grants of up to $10,000 will be awarded to eligible businesses.

In cases where the eligible entity has received insurance compensation or an SBA-backed Payroll Protection loan less than $10,000, the grant will be the difference between the award amount and the insurance compensation or loan.

HOW DO YOU DEFINE IDAHO-DOMICILED BUSINESS?
The business has its headquarters in Idaho.

WHAT IS A QUALIFIED BUSINESS INTERRUPTION?
The business or nonprofit must have suffered financial stress or disrupted operations due to COVID-19 required closures, which may include but is not limited to:

- Reduced sales or suspended operations
- Increased costs related to COVID-19 prevention measures
- Notice of disrupted supply network leading to shortage of critical inventory or materials

WHAT ARE ELIGIBLE USES OF THE GRANT?
The Rebound Idaho Small Business Grants may be used to reimburse the costs of business interruption caused by required closures which may include but is not limited to:

- Payroll
- Inventory
- Equipment
- Rent
- Utilities

No funds may be expended unless in compliance with state and federal law.

WHAT INFORMATION WILL BE REPORTED TO TRANSPARENT IDAHO?
Transparent Idaho will present a list of grantee recipients including business name, the Idaho industry sector of the business, the primary city location of the business, and total grant award.

HOW DO I APPLY?
The Idaho State Tax Commission will handle applications. All applicants must first establish a secure Taxpayer Access Point (TAP) account to protect their personal and business information on submitted applications. Small businesses are encouraged to start this process as soon as possible - well in advance of the application waves opening.

Applications may be submitted by following the link on https://rebound.idaho.gov when the application wave opens.

Because we anticipate more applications than available grants, applications will be handled in two waves:

- Eligible entities with one to 19 employees may apply starting at noon MT on May 11, 2020
• Eligible entities with one to 50 employees may apply starting at noon MT on May 18, 2020 (subject to available funding)

**WHAT INFORMATION WILL I NEED TO APPLY?**

The State Tax Commission will handle applications. All applicants must first establish a Taxpayer Access Point (TAP) account. Small businesses are encouraged to start this process as soon as possible, well in advance of the application waves opening.

**Register with TAP for the Rebound Idaho Small Business Grant**

1. On the TAP home page, click "Don't have a logon? Register here" beneath the "Log In" button.
2. Leave "No" selected where you're asked if you received a code. Click "Next."
3. Fill in all the required fields. If a field turns red/pink, hover over it to see the error and correct it. (Call the efile Help Desk at (208) 332-6632 if you're unable to correct the fields in error.)
   a. For the "You Are" field, use the drop-down arrow to select:
      - BUSINESS if you're an owner or employee of a business (but not the sole owner)
      - SOLE PROPRIETOR if you're the sole owner of a business and have employees
      - 3RD PARTY TAX PROFESSIONAL if you're a tax preparer or accountant managing your clients' taxes
4. Click "Submit." The Tax Commission will send you a letter. This letter has a registration code. When you receive your letter, return to the TAP home page and click "Don't have a logon? Register here" beneath the “Log In” button.
5. Click on "Yes" to indicate that you have a registration code, then click “Next”.
6. On the “Verify” page:
   a. Enter the registration code exactly the way it appears in your letter (it is case sensitive).
   b. Select the option under “You Are” that matches the selection you made during your pre-registration
   c. Enter the EIN or SSN that you used during your pre-registration
   d. Click “Next”
   e. Complete the required fields
   f. Click “Submit”

You now have full access to your TAP account.

• If you don't receive a letter within five business days after your request was successfully submitted, contact us at efilehelp@tax.idaho.gov or call (208) 332-6632.
• If you're a tax professional who needs to file/pay for clients, read our Advanced Use of TAP guide.

After logging in to TAP, applicants will need the following information to complete their application:

• Their Employment Identification Number (EIN)
• The account information where they would like their grant direct deposited.

**WHY CAN'T I SUBMIT A PAPER APPLICATION FOR THE REBOUND IDAHO GRANT?**

The program's intent is to get cash into the hands of our struggling small businesses as soon as possible. Manually processing 30,000 paper applications would severely slow down the program and limit its effectiveness.
IF I DON’T HAVE A COMPUTER OR SMART PHONE, HOW CAN I SUBMIT AN APPLICATION?

Your tax professional or a close family member may be able to help you set up a Taxpayer Access Portal (TAP) account and fill out the grant application itself.

HOW WILL AWARDS BE SELECTED?

Grants will be awarded until the total program amount is expended. The following is a tentative description of how awards will be selected.

The first wave of applicants will open at noon MT on May 11th and close at noon MT on May 15th:

- If the number of eligible applicants exceeds the available funds, a lottery system will be used to determine awards.
- If the available funds exceed the number of wave 1 eligible applicants, all qualified applicants will be awarded funding.

Subject to available funding, the second wave of applicants will open at noon MT on May 18th and close at noon MT on May 22nd:

- If the number of eligible applicants exceeds the remaining funds, a lottery system will be used to determine awards.
- If the remaining funds exceed the number of wave 2 eligible applicants, all qualified applicants will be awarded funding.

Additional waves of applications may be announced if any funding remains.

HOW LONG WILL IT TAKE TO RECEIVE MY PAYMENT AFTER MY APPLICATION IS SUBMITTED?

The intent of the program is to get cash into the hands of small business as quickly as possible via direct deposit. We are anticipating this occurring approximately 6 days after application acceptance.

WHO CAN I CONTACT FOR MORE INFORMATION?

The grant application and approval process is intended to be fully automated, allowing grant payments to be issued rapidly. Information about the status of your grant application can be found in your TAP account. For more information, email ReboundIdahoBusinessGrant@gov.idaho.gov or call 208-854-3030. High call and email volumes may delay responses.