## **JEFFERSON COUNTY**

#### CDBG-CV

### ECONOMIC RECOVERY ASSISTANCE PROGRAM

# **Instructions for Applying for Grant Funds**

#### Download all documents:

- 1. Instructions
- 2. Economic Recovery Assistance Guidelines
- 3. Small Business Assistance Program Application
- 4. Duplication of Benefits Certification
- 5. Income Certification

Read the Economic Recovery Assistance Guidelines thoroughly to determine if your business will qualify for the grant program.

If you determine that your business qualifies for this grant, complete the following documents:

- 1. Small Business Assistance Program Application (include all items on checklist)
- 2. Duplication of Benefits Certification
- 3. Income Certification (an Income Certification must be completed by employee(s) for each job being created/retained.

Return the completed documents, along with all supporting documentation, via email: cdbg-cv@jeffersoncountypa.com

or mail to:

Jefferson County Department of Development 155 Main Street, 2<sup>nd</sup> Floor Brookville, PA 15825