



Diane Nichols Tradd
Assistant City Manager/DPD Director

Craig Thomas
Deputy Director

MEMORANDUM

TO: Eileen M. Donoghue, City Manager *EMD*

FROM: Diane N. Tradd, Assistant City Manager/DPD Director

DATE: August 11, 2020

SUBJECT: COUNCIL MOTION OF 7/14/2020 BY COUNCILOR CHAU
REQUEST CITY MANAGER UPDATE COUNCIL REGARDING SMALL
BUSINESS EMERGENCY GRANT PROGRAM INITIATED IN MAY USING
CDBG FUNDS AND PROVIDE LIST OF RECIPIENTS AND AMOUNTS
RECEIVED BY CITY BUSINESSES

The City of Lowell Economic Development Office made \$150,000 available for a grant program to assist Lowell's small, independently owned, brick-and-mortar retailers, restaurants, and personal service businesses that have been most significantly impacted by the COVID-19 pandemic.

The Lowell Small Business Emergency Relief Grant Program was funded through the Community Development Block Grant Program (CDBG) from the U.S. Department of Housing & Urban Development (HUD). However, due to the overwhelming number of applications, we were able to supplement the available funds by re-appropriating FY20 earmark funding secured by Representative Golden, totaling \$240,000 as of August 6, 2020.

Of the awardees:

- 73% are minority owned businesses
- 52% are women owned business
- 29% are Downtown business, 71% elsewhere in the City of Lowell
- Collectively, these businesses employ over 300 people

At the conclusion of this report you will find a list of forty-six (48) businesses that received funding from our City's Small Business Relief Grant program. Each business received \$5,000 and these funds will make a big difference to our awardees, many of whom are minority owned businesses that provide valuable contributions to our commercial districts and community as a whole.

The Economic Development Office is currently reviewing additional applications that are not included in the attached list.

Program Criteria

The Lowell Small Business Emergency Relief Grant Program is primarily funded through the Community Development Block Grant Program (CDBG) from the U.S. Department of Housing

and Urban Development (HUD). Small Businesses will need to comply with at least one (1) of the following HUD/CDBG income criteria:

- Applicant will retain at least one (1) full-time job or full-time job equivalent*, held by a Lowell resident who has a combined household income within “very low” or “low-to-moderate” income ranges-see Appendix D for income thresholds; **or**
- If applicant has laid-off all employees due to COVID-19, applicant will pledge to either rehire at least one (1) full-time job or full-time equivalent* or retain a furloughed full-time employee or full-time equivalent who meets income eligibility standards per CDBG’s guidelines.

In addition to the income-eligibility and job creation/retention requirements, successful applicants will also need to meet the following criteria:

- Lowell-Based business
- Brick-and-Mortar business
- Business must have been in operation prior to March, 30th 2019 (+1 yr.)
- Business must have had at least one (1) full-time employee or full-time equivalent prior to March 1st, 2020
- Business has at least One (1) year remaining on business lease or proof of commercial real estate ownership
- Total annual revenue not exceeding \$1,000,000
- Demonstrate a 25% loss in revenue for March 2020 (as compared with March 2019)
- Retain at least one (1) full-time or full-time equivalent employee on payroll (excluding owner)
- Show best effort to reopen and resume business operations upon issuance of the Commonwealth of MA executive order.

Businesses that have received funding to date:

Business Name	Address	Funding Source
1981 Ramen Bar LLC	129 Merrimack St	CDBG
Acre Laundromat	63 Fletcher St	Earmark
Ada's Exotic Hair Boutique	802 Lakeview Ave	Earmark
Amaras Boutique	716 Middlesex St; Suite # 10	CDBG
Asados Dona Flor	197 High St	CDBG
Blue Taleh	15 Kearney Square	CDBG
Brother's Pizza	688 Merrimack St	CDBG
Cameo Diner	715 Lakeview Ave	Earmark
Campus Express	176 University Ave	Earmark
Chai Time	104 University Ave	Earmark
Colleen McDermott Tax & Accounting Services, Inc.	152 Fox St	Earmark
Connector Café	724 Chelmsford St	CDBG
CrossFit Merrimack	1100 Gorham St	CDBG
Cultures United Grocery Store	281 W Sixth St	Earmark
Eggroll Café	110 University Ave	Earmark
Fabiano's Pizzeria and Café	127 Merrimack St	CDBG
Foody Goody Asian Restaurant	101 Lakeview Ave	Earmark

Friends Restaurant	305 Market St	CDBG
Garnicks TVs and Appliances	54 Middlesex St	CDBG
Gentlemen's District	23 Central St	CDBG
IV Seasons Restaurant	373 Central St	CDBG
Koolkuts Hair Salon	404 Bridge St	Earmark
Lao' De Café	108 Market St	CDBG
Latinglobal Multiservice, Inc.	2 French St	CDBG
Lowell Gallery	219 Central St; Unit 1C	CDBG
Marion's Maid Service	821 Bridge St	Earmark
Market St Market	95 Market St	CDBG
MCH Guatemalan Treasures	120 Lakeview Ave	Earmark
Merrimack St Convenience Store	442 Merrimack	CDBG
Mill City BBQ	11 Kearney Sq.	CDBG
Nana's Kitchen	515 A Central St	CDBG
Panela Restaurant	7 Hanover St	CDBG
Pizza & Sub Shop	5 Merrimack St	CDBG
Power House Juice	120 Merrimack St	CDBG
Purple Carrot Bread Co	107 Merrimack St	CDBG
Salon D'Afrique- 287 W 6th St.	287 West Sixth St	Earmark
Sandwich King - 361 Bridge St	361 Bridge Street	Earmark
Simply Khmer	26 Lincoln St	CDBG
Small Steps Daycare	1275 Pawtucket Blvd. Unit 5	Earmark
Snowdaes	1075 Westford St	CDBG
Spartan's Pizza	863 Varnum Ave	Earmark
The London Tailor Shop	63 B Fletcher St	CDBG
The Worthen House Café Inc.	141 Worthen St	CDBG
University Convenience	102 University Ave	Earmark
Vic's	1 Lilley Ave	Earmark
Warp and Weft	197 Market St	CDBG
Wham Café	737 Lakeview Ave	Earmark
Yummy Express	21 Branch St	CDBG

**One (1) full-time equivalent (FTE) job equal a full-time job or part-time jobs totaling 40 hours/week.*

cc: Christine McCall, Director of Economic Development

APPENDIX D

FEDERAL INCOME GUIDELINES FOR FY2019-20

(Effective June 28, 2019)

25 MA 17 - MIDDLESEX COUNTY MSA: LOWELL, MA

AREA MEDIAN INCOME: \$107,600

HOUSEHOLD SIZE	1	2	3	4	5	6	7	8
0% - 30% VERY LOW INCOME	\$22,650	\$25,850	\$29,100	\$32,300	\$34,900	\$37,500	\$40,100	\$42,650
31% - 50% LOW INCOME	\$37,700	\$43,050	\$48,450	\$53,800	\$58,150	\$62,450	\$66,750	\$71,050
51% - 80% LOW/MODERATE INCOME	\$52,850	\$60,400	\$67,950	\$75,500	\$81,550	\$87,600	\$93,650	\$99,700