

# CITY OF REDMOND

## **BUSINESS WINTERIZATION REIMBURSEMENT**

# GRANT PROGRAM

Nov 17, 2020  
10:00 AM

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**OUR WEBINAR  
WILL BEGIN  
SHORTLY**

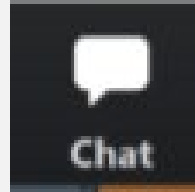
161 Ave NE

## **HELPING SMALL BUSINESSES**

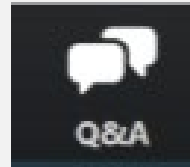
NEGATIVELY IMPACTED BY COVID-19



# Redmond Winterization Guidelines & Grant Update Webinar



Need help during the webinar?  
Use the **Chat Box**



Questions for the Speaker?  
Use the **Q&A Box**



Recording will be available  
following the webinar

# AGENDA

- Welcome
- Overview of Outdoor Dining Permit
- Overview of winterization options
- Winterization Reimbursement Grant
- Open Q/A
- Thank you





# Outdoor Dining Permit



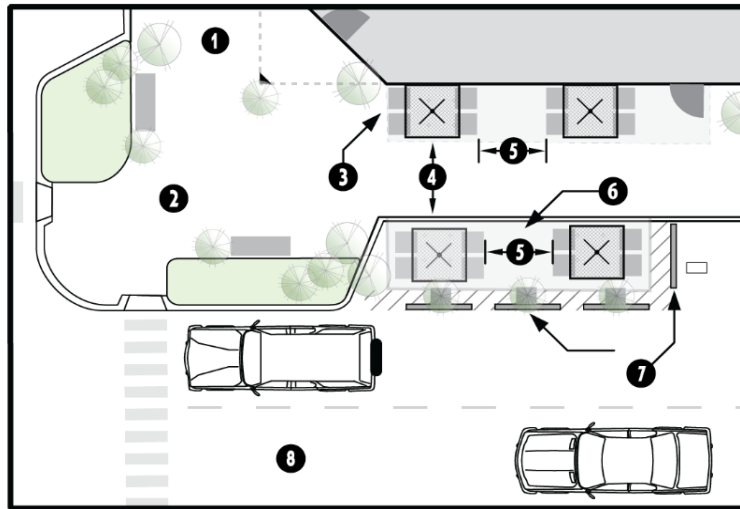
Overview

# Outdoor Dining Options

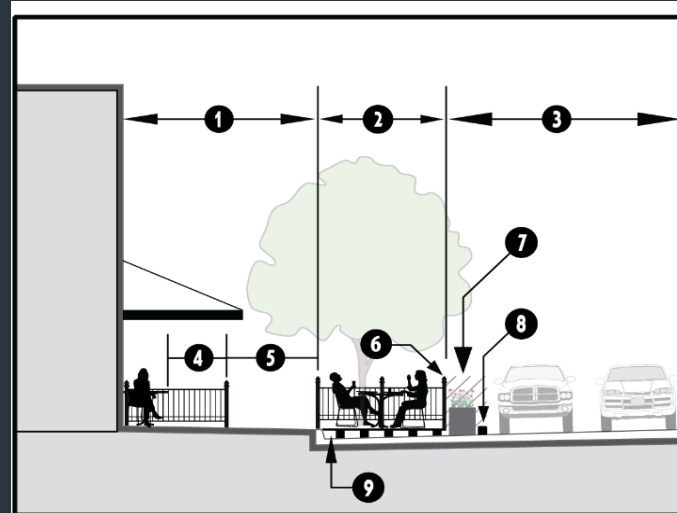
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- Café Seating
- Repurpose of private parking
- Repurpose of on-street parking
- All the above require a permit.





- 1 Sidewalk
- 2 Bump-out
- 3 Sidewalk cafe seating
- 4 48" width clear path  
(Where sidewalk is too narrow, may be reduced to no less than 36"; maintain 6' social distancing while applicable)
- 5 6' min back of chair to back of chair
- 6 Parklet cafe seating
- 7 Wheel-stop to create a 2' clear zone from travel lane (no seating)
- 8 Vehicle travel lanes



- 1 Sidewalk
- 2 Parklet cafe seating, raised level to sidewalk
- 3 Vehicle travel lanes
- 4 If sidewalk seating is fenced, maintain 48" min for ADA access and clear path
- 5 48" width sidewalk clear path  
(Where sidewalk is too narrow, may be reduced to no less than 36"; maintain 6' social distancing while applicable)
- 6 Barrier from travel lane
- 7 2' clear zone (no seating)
- 8 Wheel stop
- 9 Keep 6" clear from curb for stormwater flow to drain

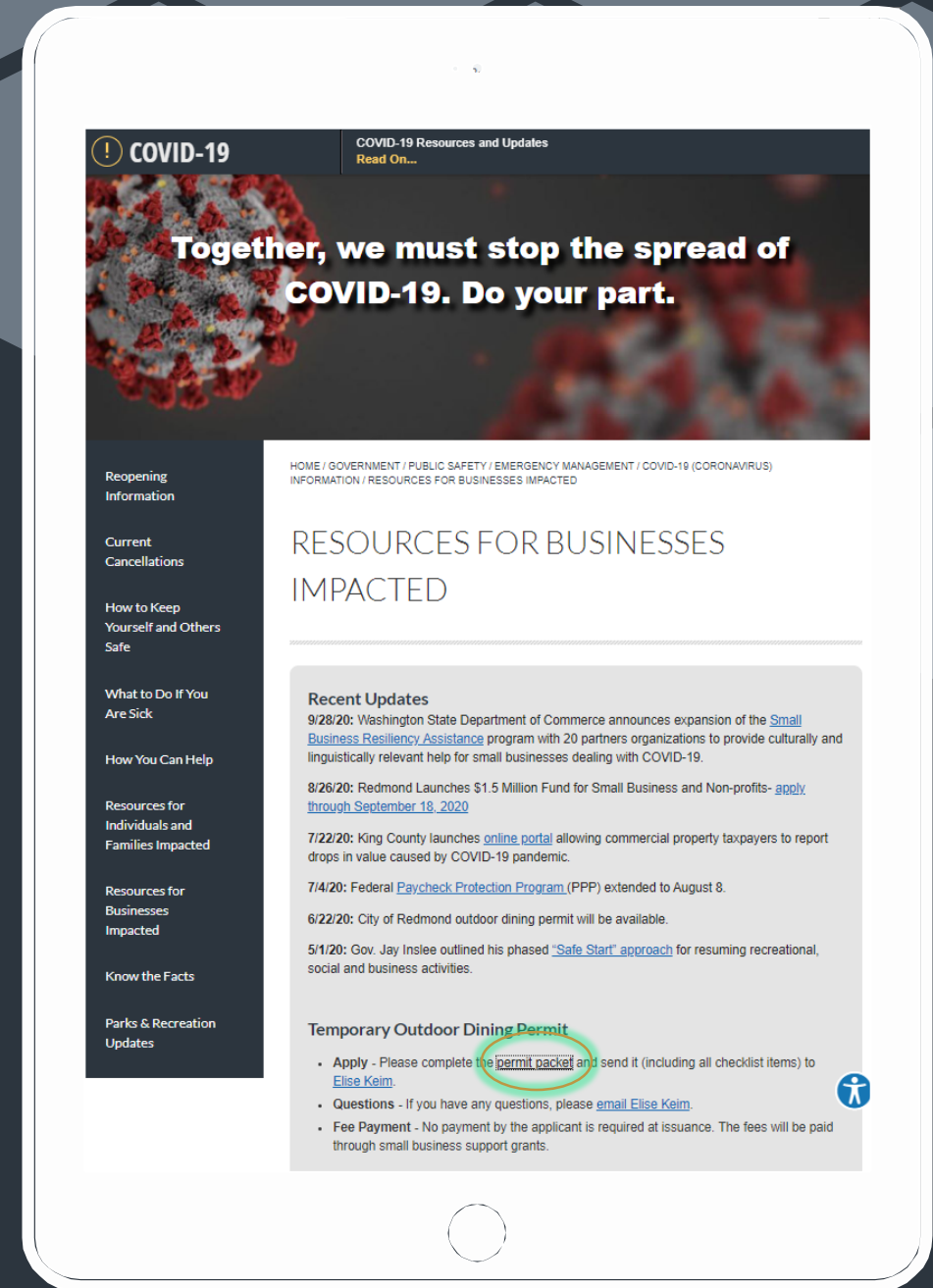
# Requirements

- Permit
- Clear walk path
- Barriers for alcohol service.
- Wheel stops
- Inset
- At grade access.



# How to Apply

- City website under Resources for businesses on the home page.
- E-mail application to [Ekeim@Redmond.gov](mailto:Ekeim@Redmond.gov)





# Winterization Options



Overview



Provides low-level illumination, avoiding unintended glare on nearby roadway. Suggest including additional low level of illumination at the exterior for visibility by adjacent motorists.

Meets current WA Safe Start guidelines for 2-sides to remain open



Does not meet current Safe Start guidelines for safe distancing

Potentially meets safety standards for use of tent ballast. Review would be necessary.





Use of infrared, radiant heater (left).

Heaters must be installed to manufacturer's specifications including maintaining distance from combustible material.



Inappropriate use of propane, gas heater inside tent, near combustible material (right).



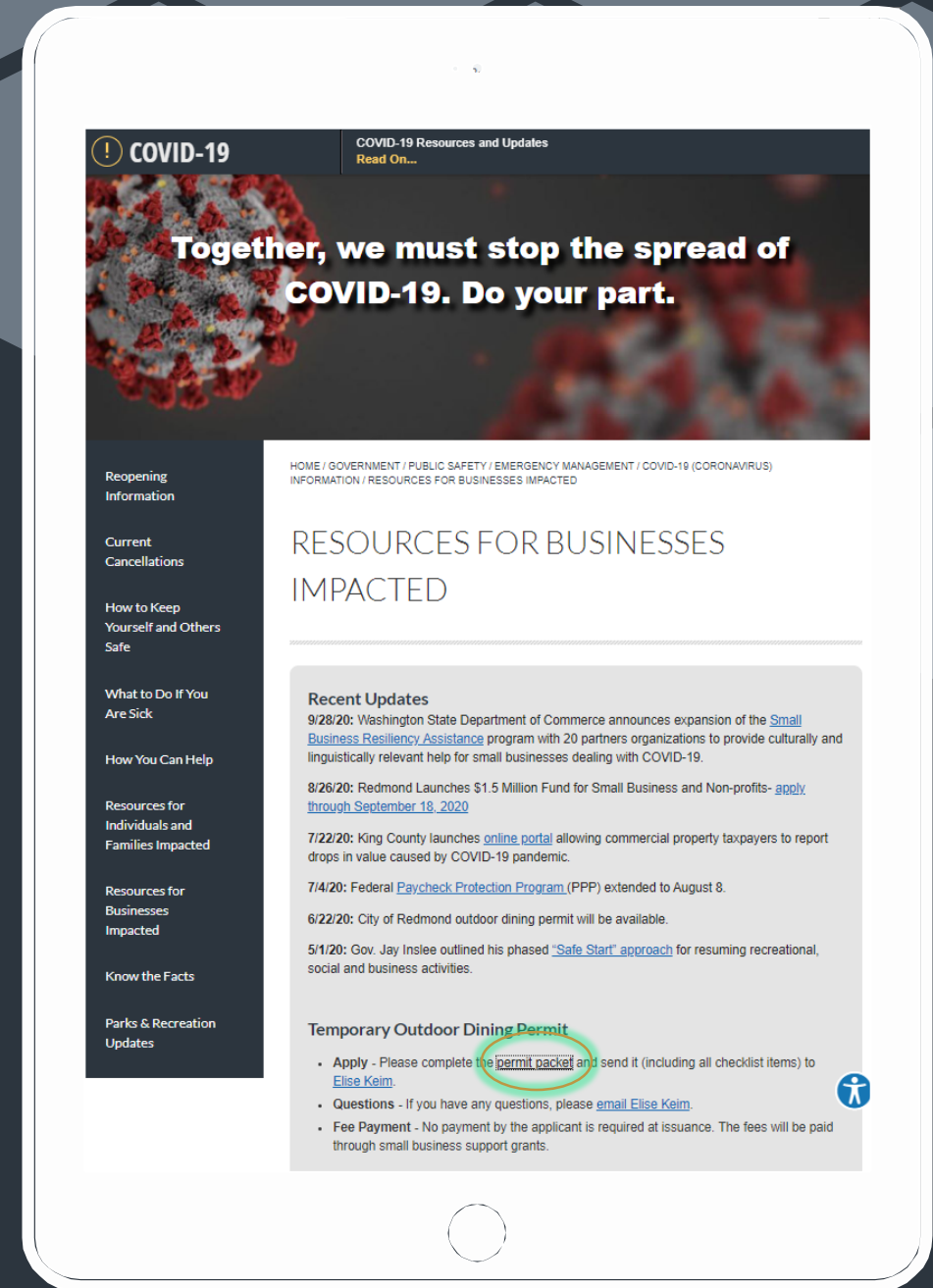
The “dining bubble” does not meet the current WA Safe Start guidance for providing two open walls.





# How to Apply

- Included as part of current Outdoor Dining Permits
- Can be added on to current issued permit.
- City website under Resources for businesses on the home page.
- E-mail application to [Ekeim@Redmond.gov](mailto:Ekeim@Redmond.gov)



——CITY OF REDMOND——

**BUSINESS WINTERIZATION REIMBURSEMENT**

——GRANT PROGRAM——

**Overview**

[www.oneredmond.org](http://www.oneredmond.org)

# About the Winterization Reimbursement Grant:

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BUSINESS WINTERIZATION REIMBURSEMENT  
GRANT PROGRAM

- Awards of up to \$7,500
- Application submittal does not guarantee award
- Awards to qualified businesses awarded on rolling basis until funds are exhausted
- Applications due December 1, 2020
- Grant funds distributed by end of December 2020
- Reimbursements are for expenditures made between March 15 - November 30, 2020.

# Eligibility Requirements to Apply:

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- Open to businesses and not-for-profits.
- Active CITY OF REDMOND Business License
- Must be in good standing with the City of Redmond and the State of Washington
- Must have been in operation as of March 1, 2019
- Must have a physical location within Redmond city limits
- Must be able to demonstrate hardship due to COVID-19
- One application per business/organization. Chains (national or local with 3 or more locations) will not be eligible.
- Must provide receipts and images with application submittal.
- Must meet all CARES Act requirements.
- Awardees of Phase I of the Redmond Small Business Resiliency Grant **ARE** able to apply
- Winterization grant awards cannot be used to pay for items paid for by previous grant awards.



# Examples of Qualified Outdoor Operations and Winterization Purchases:

- Tents
- Heaters and/or heating equipment and related costs
- Outdoor furniture
- Outdoor lighting and expenses related to installation
- Construction materials and contractor fees
- Cold weather gear for staff and patrons
- Marketing expenses for advertising of outdoor options
- Architectural or design fees
- Other expenses directly related to outdoor/winterization efforts

# Additional Details on CARES Act Reporting Requirements:

- Businesses/organizations are required to submit receipts and photos in grant application that includes documentation (receipts/invoices) for all direct and indirect winterization costs that are requested for reimbursement.
- Quotes will not be considered sufficient as proof of purchase.
- Photos of installed or set-up winterization items are required.
- All reimbursable winterization expenses must be made by November 30, 2020.
- Brief quarterly reports for one subsequent year will be requested and required.

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# **Application Walk-Through**

# How to Apply

OneRedmond.org

## **NEW! - Grant Application Information and Links Below**

### **Redmond Small Business Resiliency Grant Phase II - Open Now!**

Prioritizing Home-Based Small Businesses and Non-Profits - Closes November 23rd.

To learn more about the Phase II grant program, please click on the link above.

### **Winterization Reimbursement Program - Coming Soon!**

Open to all businesses beginning November 17th and closes December 1st

To learn more about the winterization grant opportunity along with winterization guidelines and updates, we are hosting a webinar with the City of Redmond on Tuesday, November 17th at 10am. **Click here to register.**

# How to Apply

## Creating a Profile

### Sign In/Sign Up Instructions

#### For New Users:

By clicking **Sign Up**, you will be prompted to enter your email address and create a password. Once you have chosen your password, your account will be created and you will gain access to the portal.

#### For Returning Users:

Sign into the portal using the email address and the password you created when you originally signed up for the portal. If you have forgotten your password, click "**Forgot your password?**" and follow the prompts to reset your password.

### Sign In

Email

Password



Log In

[Forgot your password?](#)

Need an Account?

Sign Up

# How to Apply

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## Create a profile

Please click "**+Create a Profile to Get Started**" to begin. You can always edit your Profile by clicking "Edit".

You cannot move forward until you have completed your Profile.

[Create a Profile to Get Started](#)

# How to Apply

## Create a Profile

### Profile ▾

Save Draft

Create Profile

#### Contact Information

**Applicant Name: \***

Redmond Small Business

First and Last Name of applicant, not your business's name

**Applicant Email: \***

YourName@RedmondSmallBusiness.com

**Applicant Phone Number: \***

425-555-5555

This will be a number we can reach you at.



# How to Apply

## Get Started

Please click "**+Create a Profile to Get Started**" to begin. You can always edit your Profile by clicking "Edit".

You cannot move forward until you have completed your Profile.

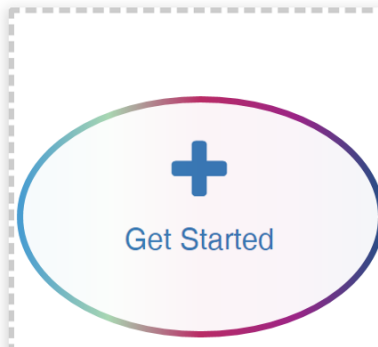
Profile

Complete

Edit

To begin, click "**+Get Started**" below. When you return to this Homepage, you can see the status of your submission by the colored status bar below the submission card.

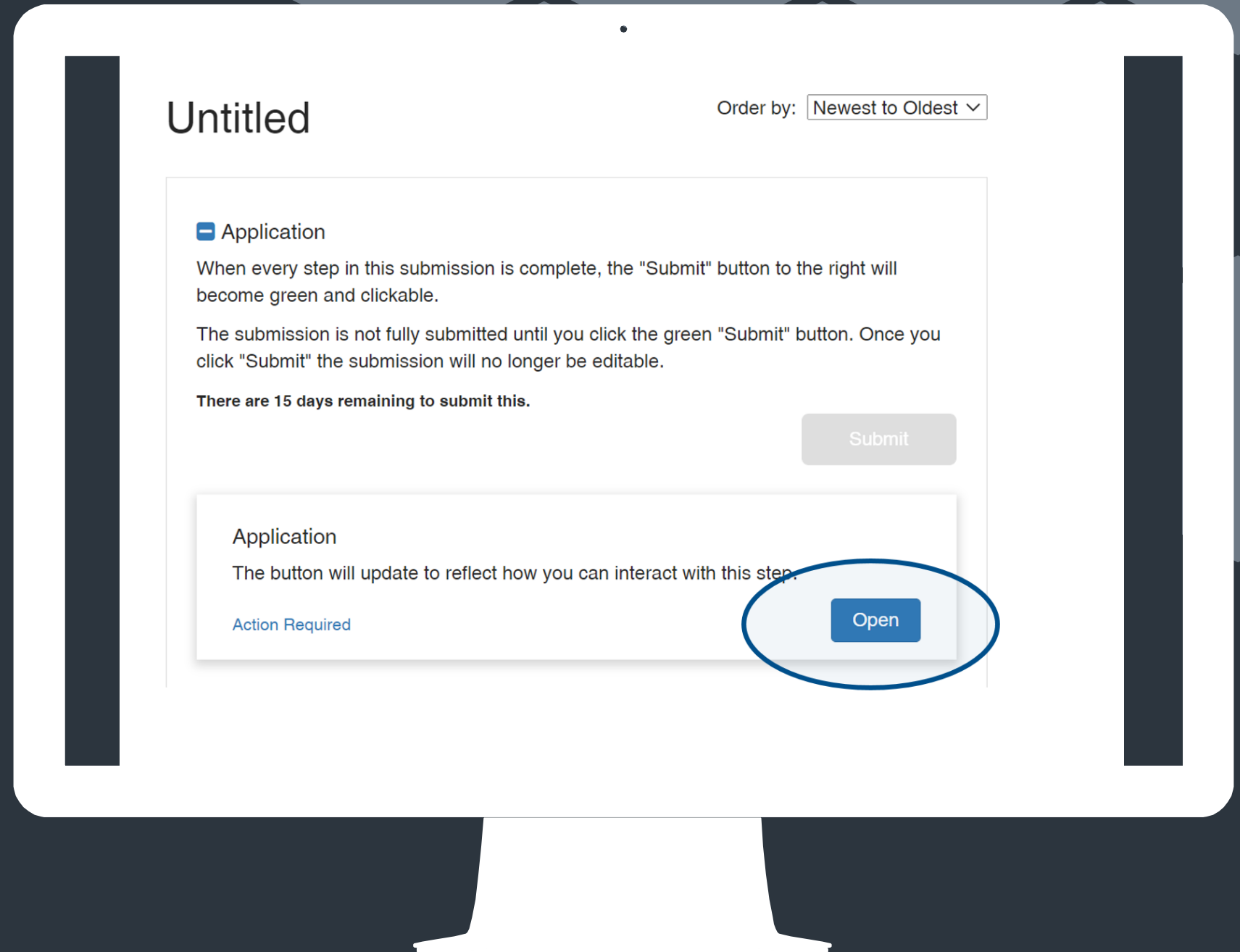
- If the status bar is **gray**, your submission is under review, and no action needs to be taken.
- If the status bar is **blue**, there is an action required. Click on the Submission Card to complete.
- If the status bar is **red**, there is an error. Please reach out to the Administrator of this program.



# How to Apply



## Open Application Portal



# How to Apply

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## Begin Application

## About Your Business

### Application ▾

[Save Draft](#)

[Mark Complete](#)

[Close](#)

Please complete all required fields.

You can save as a draft and return later to complete by clicking "Save Draft" at the bottom of the page.

When you are ready to submit this step, please click the blue "Save" button at the bottom of the page.

#### Application for Winterization Reimbursement

1. Company/Organization Name \*

2. City of Redmond Business Address 1 \*

3. City of Redmond Business Address 2

4. City \*

# How to Apply

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- About Your Business
- UBI Number
- City of Redmond Business License
- Numbers of years in business
- Industry Sector

7. Business Owner or Non-Profit CEO/Director Name \*

8. Washington State UBI Number \*

To view a copy of your Washington State UBI Number visit: [Department of Revenue](#) and click on Business Lookup

9. City of Redmond Business License Number \*

10. Number of years in operation in the City of Redmond \*

11. Industry Sector \*

- ☐ Retail
- ☐ Restaurant/Food Business
- ☐ Hospitality
- ☐ Daycare
- ☐ Entertainment
- ☐ Manufacturing
- ☐ Other

12. Is your business one of the following:

- ☐ Minority-Owned
- ☐ Woman-Owned
- ☐ Veteran-Owned

13. Website Address

14. Phone Number \*

# How to Apply

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- Effects of COVID-19 on our business
- Acknowledgement of any compliance or regulatory issues
- CARES Act Certification

15. Has the business/non-profit been negatively affected by emergency public health protections in place and/or mandatory reductions or closures by executive order due to COVID-19? \*

16. Has the business/non-profit had any state compliance/regulatory issues within Washington or another state in which you are or have done business? \*

17. Please list and explain in brief detail all receipts and images you upload and how these purchases assisted your organization with winterization efforts. \*

18. Please describe how this grant will support your business during COVID-19. For example, maintain jobs, increase revenues, etc. \*

certification checkbox \*

☐ I certify that these purchases have not already been reimbursed by prior CARES act funding or grant dollars.

# How to Apply

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- Upload receipts
- Upload Photos

**REQUIRED:** Please upload receipts with corresponding images of installed item requested for reimbursement below.

You may compile images and/receipts into on or more uploads or load each separately for up to 10 uploads. Please contact us if you have more than 10 receipts or images to upload.

**1. Receipts and/or images \***

?

**2. Receipts and/or images**

?

**3. Receipts and/or images**

?

**4. Receipts and/or images**

?

**5. Receipts and/or images**

?

**6. Receipts and/or images**

?

**7. Receipts and/or images**

?

**8. Receipts and/or images**

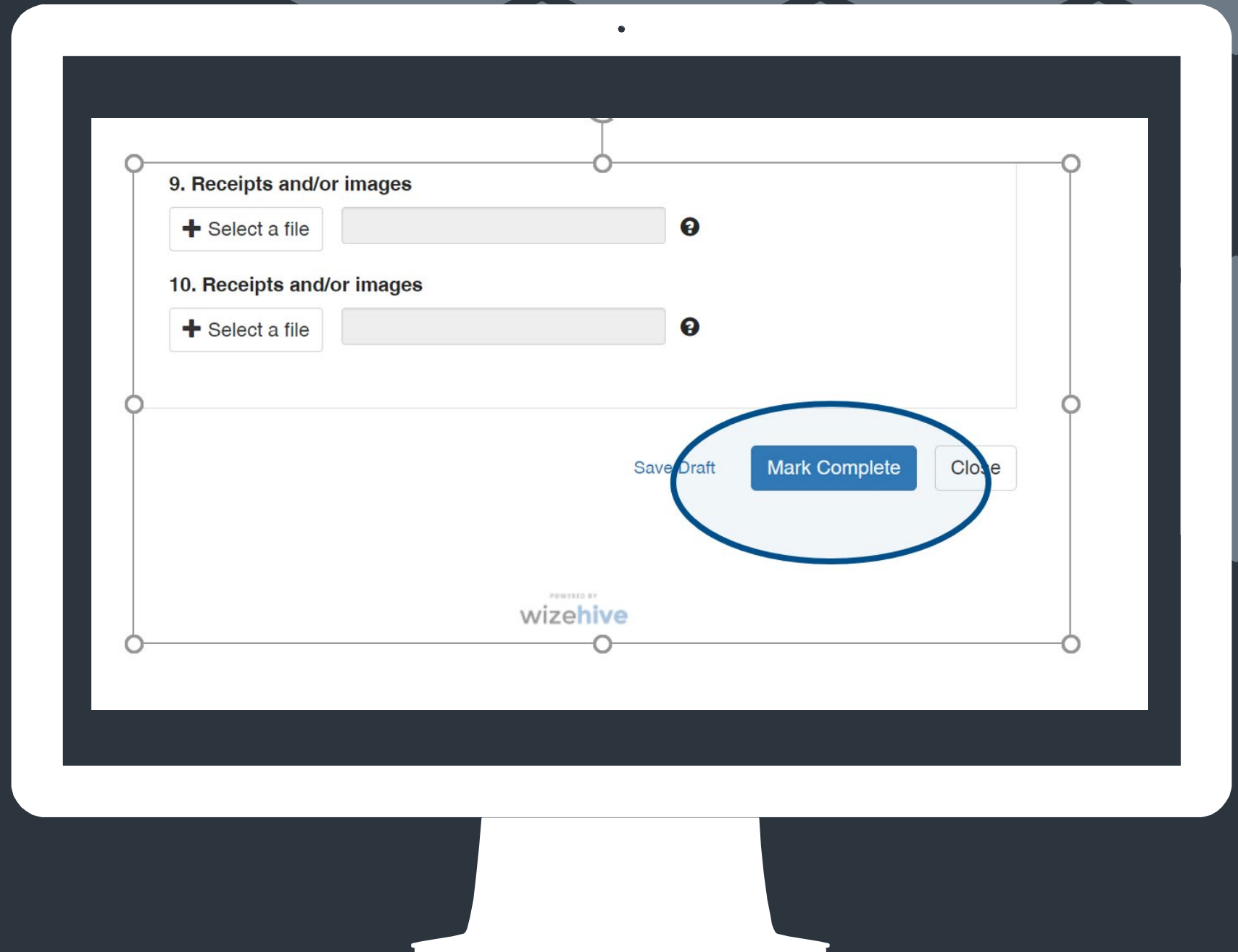
?

**9. Receipts and/or images**

?

# How to Apply

- Saving Option
- Complete Application





# How to Apply

Click the Green Submit Button!

## Application

When every step in this submission is complete, the "Submit" button to the right will become green and clickable.

The submission is not fully submitted until you click the green "Submit" button. Once you click "Submit" the submission will no longer be editable.

**There are 15 days remaining to submit this.**

Submit

## Application

The button will update to reflect how you can interact with this step.

Complete

Edit

# How to Apply

Click the Green Submit Button!

## Application

When every step in this submission is complete, the "Submit" button to the right will become green and clickable.

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**There are 15 days remaining to submit this.**

Submit

## Application

The button will update to reflect how you can interact with this step.

Complete

Edit

# How to Apply

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## Submission Confirmation

### Application

Thank you for submitting.

Your submission is now under review and you will be contacted if any additional information is needed.



This has been submitted.

### Application

The button will update to reflect how you can interact with this step.

[View](#)

# Open Q/A

- **Building:** Carol Lewis, Supervisor, Permitting & Plan Review
- **Planning:** Sarah Pyle, Planning Manager
- **Planning:** Kim Dietz, Senior Planner
- **Traffic:** Paul Cho, Traffic Operations Manager
- **Right of Way:** Micah Ross, Engineer
- **Fire:** Scott Turner, Assistant Fire Marshall

# Thank You

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[www.redmond.gov](http://www.redmond.gov)

[www.oneredmond.org](http://www.oneredmond.org)



OneRedmond



Redmond  
WASHINGTON

# CITY OF REDMOND

## **BUSINESS WINTERIZATION REIMBURSEMENT**

# GRANT PROGRAM

**Thank  
You For  
Participating**

161 Ave NE

**HELPING SMALL BUSINESSES**  
NEGATIVELY IMPACTED BY COVID-19

