WHO IS ELIGIBLE TO APPLY?
• Businesses registered with the Hawaii Department of Commerce and Consumer Affairs and Sole Proprietors.
• Must have been established and registered for business with the State of Hawai‘i before to March 20, 2020. That’s the effective date of the Mayor of the City and County of Honolulu’s Supplemental Proclamation of Emergency Disaster (COVID-19) (Novel Coronavirus).
• Annual Gross Revenue must be less than $5,000,000

IS THIS A GRANT OR A LOAN?
• This is a reimbursement program that offers from up to $20,000 to up to $50,000 to businesses that qualify.
• ONE-TIME reimbursement for expenses up to $20,000 to each qualified business with less than $2,000,000 in annual revenue; $30,000 to each qualified business that has from $2,000,000 to $3,000,000 in annual revenue; ONE-TIME reimbursement for expenses up to $40,000 to each qualified business that has from $3,000,000 to $4,000,000 in annual revenue; ONE-TIME reimbursement for expenses up to $50,000 to each qualified business that has from $4,000,000 to $5,000,000 in annual revenue.
• Businesses with less than $2,000,000 in annual revenue that received grants under this program previously can reapply for up to $20,000, less the amount previously received (i.e., if received only $8,000 previously, can apply again for $12,000).
• Reimbursement is one time only and applicant may not reapply (except as stated above).
• Applicants must show proof of payment for reimbursable expenses.

HOW DO I APPLY FOR THIS GRANT?
You will need your Hawaii State GET number to select the Credit Union processing your application. The website will also inform you what personal and business information you should prepare beforehand as the actual Application will be handled by the Credit Union to which you will be directed.

CAN I SELECT WHICH CREDIT UNION TO GO FOR THE GRANT?
• Our partner Credit Unions are:
  o Aloha Pacific Federal Credit Union
  o HawaiiUSA Federal Credit Union
  o Honolulu Federal Credit Union
  o Hawaiian Financial Federal Credit Union
• To ensure speed of application and payment, participating Credit Unions have agreed to handle requests based on the last two digits of the Applicant’s State GET number. Applicant will select the assigned credit union based on your GET number.

WHAT TYPES OF COSTS ARE REIMBURSABLE?
• Examples of expenditures include Rent, Payroll, Utilities, and costs incurred to meet requirements of social distancing and employee/customer safety such as provision of hand sanitizers, disinfecting, installation of barriers/protection devices, signs and electronic/automation equipment.
WHAT IS NOT REIMBURSABLE?
• Those costs in the listing for reimbursable expenses that have already been compensated for under federally funded CARES Act programs such as Paycheck Protection Plan or Economic Injury Disaster Loan. Applicants must certify these funds, if received, did not pay for items being claimed. Also taxes, except for taxes on sales, are not reimbursable.

WHAT ARE THE QUALIFICATIONS?
• For full listing, see www.oneoahu.org Small Business Relief and Recovery Fund page

CAN NON-PROFIT ORGANIZATIONS APPLY?
• Only 501(c)3 and 501(c)19 non-profit organizations located on Oahu are eligible.

HOW LONG WILL IT TAKE TO KNOW MY APPLICATION HAS BEEN APPROVED? HOW LONG TO RECEIVE FUNDS?
• The Credit Union assigned to you have been asked to let you know if your application has been approved or denied within seven (7) working days on a best-effort basis. A high volume of applications and need to follow up with additional documentation may delay processing.

HOW LONG WILL THIS PROGRAM LAST?
• As long as the funds allocated to this program remain. By Federal Guidelines, all funds must be expended by December 30, 2020. End date for each segment will be announced separately.

DO I HAVE TO PAY TAX ON THIS GRANT?
Per Treasury Department Coronavirus Relief Fund Guidance of September 2, 2020, receipt of government grant by a business generally is not excluded from a business’s gross income under the Code and therefore is taxable. Applicant will need to fill out Form W-9 and will be issued a Form 1099. For further information, refer to IRS website at https://www.irs.gov/newsroom/cares-act-coronavirus-relief-fund-frequently-asked-questions

CAN BUSINESSES LOCATED ON OTHER PARTS OF THE STATE OF HAWAII APPLY FOR THIS GRANT?
• The program is for businesses only located in the City and County of Honolulu.