



WESTMINSTER

WestyRISE Business Assistance Grant FAQ's

Q: How do I know if you have received my application?

A: You will receive a confirmation email indicating that your application has been received within 24 hours. If you do NOT receive a confirmation email, please call 303-658-2108.

Q: How long will it take before I know if my business has been approved?

A: It may take up to one week to receive a notice of award based on the volume of applications.

Q: How long will it take to receive funds if approved?

A: Our goal is to mail funds within two weeks after notice of award.

Q: My business license information is at my place of business and not at home. Can I still submit the application?

A: Yes, but you must have a current business license in order to be eligible.

Q: Do I need to submit my W-9?

A: Yes. Additionally, your W-9 needs to match EXACTLY the articles of incorporation filed with the Colorado Secretary of State's Office on behalf of the business.

Q: My lease is more than 40 pages long. Do you really want me to submit the whole thing?

A: Yes, please submit the entire lease and indicate the relevant page numbers for ease of review. Also note that your file size must be 10MB or less in size.

Q: My FTE is 4.333, do I round up or down?

A: Please round up.

Q: Does this grant pay for utilities too?

A: Yes, but only if utilities are identified in your lease agreement.

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Q: Is there a human I can talk to? I have questions.

A: If you cannot find your answer in this list or on the website, please call 303-658-2108, and someone will return your call as soon as possible. Please be sure to leave a clear message with your name, phone number, and brief summary.

Q: I have not received the rent coupon showing CAM and reimbursable expenses for May yet. Can I provide the March and April rent coupon showing the CAM and reimbursable expense amount?

A: Yes, the grant award will still be based on the base rent for the first two months between March 17, 2020, and May 30, 2020. However, if a rent coupon showing the CAM and reimbursable expense amount is unavailable, we will allow the previous month's rent coupon to be used to support the CAM and reimbursable expense amount.

Q: Where can I drop off my application?

A: You must email the application and the supplemental information to businessassistance@cityofwestminster.us

April 13, 2020