

Cannabis Emergency Relief Fund (CERF) Application for Businesses

Before completing application, please review eligibility requirements on page 2.

The City of Portland's Cannabis Program is proud to announce the creation of the Cannabis Emergency Relief Fund (CERF) to support businesses and employees who were directly impacted by COVID-19, increased vandalism, and crime, and the 2020 wildfires.

The Cannabis Emergency Relief Fund will provide **one-time** grants of *up to* \$25,000 for small sized licensed Cannabis businesses within Portland city limits, and *up to* \$5,000 to cannabis industry workers economically impacted from COVID-19, vandalism, robberies, wildfire, and the residual effects of illness, trauma, and grief suffered from such impacts.

The Cannabis Program will provide up to an additional \$200,000 to provide additional relief from prior year licensing fees for businesses to stay in compliance and not endure further economic hardship.

Please note that funding is only available for the 2021-22 fiscal year.

Completed applications are due by XX
Please send completed applications to XX



The City of Portland is committed to providing meaningful access. To request translation, interpretation, modifications, accommodations, or other auxiliary aids or services, contact 503-823-4000, Relay: 711.

503-823-4000: Traducción o interpretación | Chuyển Ngữ hoặc Phiên Dịch | 翻译或传译 | Письменный или устный перевод | Traducere sau Interpretare | Письмовий або усний переклад | 翻訳または通訳 | Turjumida ama Fasiraadda | שירות תרגום או שירותי תרגום | الترجمة التحريرية أو الشفهية

Eligibility Criteria for Businesses

- My business is headquartered within Oregon, and/or I have at least one business currently established in Portland city limits.
- My business is currently licensed by both City and State and is a cannabis business in good standing with both City of Portland Cannabis Program and the Oregon Liquor and Cannabis Commission (OLCC) **AND** My business has at least one full time employee. *Please note: Sole proprietorship/owners may count as an employee.*
- My employees are on the business payroll and have payroll taxes withheld.
- My business is not including independent contractors toward employee numbers
- My business is registered, current, and in good standing with the Oregon Secretary of State Office
- My business is current and in good standing with local, state, and applicable federal taxing and licensing authorities.
- My business license is compliant and in good standing with local and state licensing agencies.
- My business meets the program’s technical requirements including ability to provide financial records.
- My business is historically disadvantaged owned (minority, women, veteran, small and/or low-income) **OR** My business is considered a “small business” and holds three (3) or less pending or active Marijuana Regulatory Licenses by Oregon Liquor and Cannabis Commission (OLCC)
- My business began operating on or after January 1, 2020, and had annual receipts of less than \$2.0 million in annual revenue for calendar year 2020 **OR** My business began operating on or after January 1, 2021, and had annual receipts of less than \$2.0 million in annual revenue for calendar year 2021

As the Owner of the Business...

- I certify intent to remain in operation for at least six months.
- I understand that I’m applying for one-time eligibility within the fiscal year.
- I understand that the funds must be applied only to licensed business and/or its employees within Portland.
- I understand that I am not eligible for expenses covered by other grants and/or insurance.

Required Documentation for Both Business & Individual Applications

- Certificate of good standing from Oregon Secretary of State for businesses only
- OLCC documentation showing licenses and/or permits in good standing for businesses only
- Federal/State tax records filed for 2020 and/or 2021 businesses & individuals
- Proof of current employment status and/or termination after March 2020* individuals only
- Proof of OLCC Marijuana Workers Permit individuals only
- Documentation showing expenses incurred/loss due to business/employment interruption caused by Covid-19, vandalism, robbery, wildfire etc. businesses and individuals

Optional Additional Documents Accepted for Both Business & Individual Applications

- Profit and Loss Revenue Forms
- Verification of rent/mortgage expenses
- Bills for cost of doing business (utility, telephone, internet, etc.)
- Certified payroll documentation
- Verification of expenses not covered by insurance
- Bank or credit card statements
- Invoices, purchase orders, receipts

Application

Please indicate the reason for requesting funds. Reasons can include, but are not limited to vandalism, robbery, wildfire, Covid-19, or assistance with City of Portland licensing fees.

Please list the date(s) of the impact(s) listed above.

Please tell us the amount you are requesting. *Note that amount requested may not exceed \$25,000 and will be up to the Community Partner selected to determine the actual award amount.*

Entity

DBA

Address of licensed premise

Business Type

Address of business headquarters

Owner Name

Applicant's Full Name and Title

Applicant's Signature

Date