

# Small and Medium Enterprise Relaunch Grant

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## Overview

The Small and Medium Enterprise Relaunch Grant offers financial assistance to Alberta businesses, cooperatives, and non-profit organizations that were ordered to close or curtail operations, and that experienced a revenue reduction of at least 50 per cent as a result of the COVID-19 pandemic.

Alberta businesses, cooperatives and non-profit organizations with fewer than 500 employees that were ordered to close or curtail operations as a result of public health orders issued by Alberta's Chief Medical Officer of Health may be eligible.

Organizations can use these funds as they see fit to help offset a portion of their relaunch costs, such as implementing measures to minimize the risk of virus transmission, which could include:

- physical barriers
- purchasing personal protective equipment and disinfecting supplies
- paying rent and employee wages
- replacing inventory, and more

## Funding

Eligible organizations can apply for a one-time payment representing 15 per cent of one month's worth of pre-COVID-19 revenue, up to a maximum of \$5,000 in funding. The grant is a taxable benefit and must be declared on your annual tax returns.

## Eligibility

To be eligible for the program, organizations must:

1. Be one of the following legal entities:
  - corporation registered under the *Business Corporations Act* (Alberta)
  - partnership registered under the *Partnership Act* (Alberta)
  - sole proprietor with a trade name registered under the *Partnership Act* (Alberta)
  - corporation incorporated under a special act or a private act of the Alberta legislature
  - non-profit registered under a special act or a private act of the Alberta legislature
  - non-profit registered under part 9 of the *Companies Act* (Alberta)
  - society registered under the *Societies Act* (Alberta) or *Agricultural Societies Act* (Alberta)
  - cooperative registered under the *Cooperatives Act* (Alberta)
  - Chambers of Commerce registered under the federal *Board of Trade Act* and the *Business Corporations Act* (BCA) should identify their registration under the BCA for the purposes of this grant.
2. Maintain a permanent establishment in Alberta and be established (and in good standing) with the requirements of the applicable acts/legislation;
3. Be carrying on business/operations or were eligible to carrying on business/operations in Alberta on February 29, 2020;
4. Have less than 500 employees (full time + part time + contract);

5. Have been ordered to temporarily close or curtail operations through a COVID-19 public health order;
6. Have experienced a reduction in revenue of at least 50 per cent in April and/or May 2020 in comparison to April 2019, May 2019, or February 2020 as a result of the public health orders;
7. Be open or plan to reopen as public health orders are lifted through Alberta's phased relaunch;
8. Not have received any payments, grants, or amounts directly from federal or provincial government sources or insurance to replace or compensate for the loss of revenue, except from these assistance programs:
  - Alberta Workers' Compensation Board premium relief
  - Business Credit Availability Program (BCAP)
  - Canada Emergency Business Account (CEBA)
  - Western Economic Development Regional Relief and Recovery Fund
  - Canada Emergency Wage Subsidy (CEWS)
  - Canada Emergency Commercial Rent Assistance (CECRA)
  - Canada Emergency Response Benefit (CERB)
  - Government of Alberta grant relief funding for the child care sector
  - Relief funding from municipalities

\*If any other payments, grants or amounts were received from federal or provincial government sources or from insurance to replace or compensate for the loss of revenue, your organization is not eligible to apply.

For more information on how the program defines these eligibility criteria, please refer to Appendix I of the program guidelines.

Organizations with multiple permanent physical establishments in Alberta that have seen revenue reductions are eligible to apply for funding for each establishment. This includes scenarios where an organization has more than one location/chapter/branch that has seen revenue reduction of at least 50 per cent due to COVID-19 public health orders.

Please submit separate applications for each location/chapter/branch, and check the appropriate box in the application form.

## How to apply

All applications must be submitted through the online application portal, which can be accessed through the [program webpage](#). Eligible businesses, cooperatives and non-profits from all regions of the province may apply at any time until application intake for the program closes.

An official date for intake closure will be posted on the program webpage when finalized.

The program aims to process applications and issue payments within 10 business days following submission. Applications with incomplete or incorrect information, or applications that require manual review, may experience a delay in processing.

### Want to know more?

For full program details, including eligibility criteria and how to apply visit:

[www.alberta.ca/sme-relaunch-grant.aspx](http://www.alberta.ca/sme-relaunch-grant.aspx)