

# Community Economic Development and Diversification: Adaptation Fund

## Application

The COVID-19 global pandemic has caused a significant decline in tourism activity for many tourism dependent communities in southern Ontario. To support an efficient and effective recovery in the tourism sector from the negative impacts caused by the COVID-19 global pandemic, upper-levels of government (to be announced later), in collaboration with The County of Prince Edward, and The Prince Edward County Chamber of Commerce, have established a \$450,000 Adaptation Fund that will provide non-repayable contributions of up to \$20,000 to tourism-oriented businesses and organisations (Ultimate Recipients), to support one time adaptation and reopening costs, retroactive to June 1, 2020 and completed by December 31, 2020. The Ultimate Recipient must contribute a minimum of 20% of total project costs.

### Who is Eligible:

Any business in Prince Edward County that supports the tourism industry, including but not limited to: retail, accommodators, hospitality, industry support.

### Eligible costs will include:

- Implementation of health and safety protocols;
- Alterations to accommodate social distancing (e.g. expansion of patio space for restaurants and or acquisition of outdoor heaters);
- Purchase of PPE and cleaning supplies for workers; and,
- Implementation of digital tools and transformations for tourism operators (e.g., virtual queue and time entry ticketing).

Requests and claims may be backdated to June 1, 2020. New projects must be implemented by December 31, 2020. Applicants must provide receipts for completed work and quotes for planned projects.

### Ineligible Costs:

By way of example only, ineligible costs include, but are not limited to, the following:

- costs of land, building or vehicle purchase;
- refinancing;
- costs of intangible assets such as goodwill, whether capitalized or expensed;
- depreciation or amortization expenses;
- interest on invested capital, bonds, debentures, or mortgages;
- bond discount;
- losses on investments, bad debts and any other debts;
- fines or penalties;
- costs related to litigation;
- non-incremental wages;
- Board of Directors;
- opportunity costs;
- hospitality and entertainment costs;
- costs of individual membership in a professional body (e.g. professional designations); and
- lobbyist fees.

Name of Business

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Business Address (City, Province, Postal Code)

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Mailing Address (if different from business address)

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Phone

Email

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Contact Name

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Size of Your Business

- Micro (1-5 paid employees)
  - Small (6-99 paid employees)
  - Medium (100-499 paid employees)
  - Large (500+ paid employees)
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Describe how your business is tourism-oriented or supports the tourism industry in Prince Edward County. (300 words)

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These funds are to support one-time adaptation and reopening costs, retroactive to June 1, 2020 and completed by December 31, 2020. Describe how you will use these funds and how your project(s) will improve the capacity of your business to recover from the COVID-19 pandemic. (500 words)

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Please list and describe the project with date(s) of implementation:

Date of implementation	Adaptation Project	Location

Amount Requested

Amount Contributed

Total Project Cost

I agree that the Minister may contact me directly for the purposes of preparing events/success stories.

YES

I agree to all terms and conditions detailed in the Funding Agreement.

YES

Name (please print)

Date

Signature

**Deadline for Applications:** October 31, 2020 at 11:59pm.

Applicants must provide receipts for completed work and quotes for planned projects. Applicants may also elect to submit supporting photos.

Applications can be submitted electronically at [www.pecchamber.com/adaptation-fund](http://www.pecchamber.com/adaptation-fund); using this form (print, scan, and email to [manager@pecchamber.com](mailto:manager@pecchamber.com) (you will receive an email confirming receipt); or drop off by hand to Unit 2B, 206 Main St., Picton, ON (The Armoury Building).

*This project is funded by upper-levels of government (to be announced later)*

