The Garrett County Hotel Relief Fund is to assist accommodation providers who have suffered a significant loss of revenue due to the COVID-19 pandemic.

Applications are currently being accepted. The application and all documentation must be submitted via email to Kim Durst at kdurst@garrettcounty.org.

All applicants are asked to email kdurst@garrettcounty.org or call (301) 334-1992 to advise of their intent to file a grant application prior to submission.

Application deadline is 11:59 p.m. on Friday, February 5, 2021. NO grant applications will be accepted after that date.

All grant applications received will be reviewed the week of February 8, 2021, and grant awardees will be notified at that time.

Eligibility Criteria and Business Qualifications:

To be eligible for a grant under this program, an accommodations provider must:

1. Be a provider of an accommodation subject to:
   ▪ The sales and use tax under Section 11-102 of the Tax-General Article of the Annotated Code of Maryland generated to the tax codes 111 or 901; or
   ▪ The accommodations tax imposed by the jurisdiction in which the accommodations provider is located.
2. Be in good standing with the State of Maryland and Garrett County Government
3. Have at least ten (10) sleeping rooms, unless the provider is a bed and breakfast as defined under Section 9-201 of the Public Safety Article of the Annotated Code of Maryland
4. Have at least five (5) sleeping rooms, if the provider is a bed and breakfast establishment as defined under Section 9-201 of the Public Safety Article of the Annotated Code of Maryland
5. Demonstrate a reduction in year-over-year gross revenue of at least twenty-five (25%) for the period of April 2020 through November 2020 compared to gross revenue of April 2019 through November 2019
6. Be open to the public for the provision of accommodations no later than March 31, 2021

Definitions:

- A “Hotel” is defined as an inn, motel, club, or apartment hotel that contains at least ten (10) sleeping rooms for hire and is used primarily by transients who are lodged with or without meals.
- A “Bed and Breakfast” is defined as a building in which separate sleeping rooms are rented and that provides sleeping accommodations for 16 or fewer individuals on either a transient or permanent basis, with or without meals, but without individual cooking facilities.
Grant Awards:

Eligible applicants may receive up to $1,766.48 per room with a 100-room maximum.

Approved applicants will receive an IRS Form 1099-MISC, which will detail the grant award, from the Board of County Commissioners for Garrett County, Maryland at the end of calendar year 2021.

Eligible Fund Uses:

- Normal operating expenses, such as rent, payroll, job training, taxes, debt service, or similar costs
- Purchase of PPE, sanitization services, or other COVID-19-related costs

Ineligible Fund Uses:

- Purchase of equipment and soft goods
- Infrastructure improvements
- Technology upgrades

Required Documentation:

- Completed application
- Completed IRS W-9 form
- Completed vendor information request form
- Maryland State Department of Assessments and Taxation Certificate of Good Standing, if required by law. Certificate of Good Standing may be supplied via screenshot or printed from the webpage.
- A copy of a current Garrett County Business License, if required by law
- Statement of gross income for the period of April 1, 2019 through November 30, 2019
- Statement of gross income for the period of April 1, 2020 through November 30, 2020
- Proof of the number of rooms in the hotel or bed and breakfast establishment

Additional Information:

- Applicants that have received previous local, state, or federal COVID-19 financial support are eligible to receive the Garrett County Hotel Relief Grant.

- If an incomplete application is received, the applicant will be notified via email and the application will lose its spot in the application queue.

- Applicants will receive an email notification confirming receipt of their applications. If an applicant does not receive an email notification, the application has not been received.

- Applicants will be notified via email upon approval of the grant and disbursement of funds. All grant funds will be disbursed via check.

- Documentation detailing the Applicant’s gross revenue for the periods of April-November 2019 and April-November 2020, as well as all Required Documentation set forth above, must be kept by the Applicant Grantee with a copy of the grant application for a period of five (5) years.

- Within that five (5) year period, Applicant Grantees must permit any duly authorized representative of the Maryland Department of Commerce, the State of Maryland, and/or Garrett County Government to inspect and audit all records and documents relating to the grant award.