



## Get Entertainment Bridge Fund - Supporting Business Program Ready

### What is the Entertainment Bridge Fund?

To meet the existing and future COVID-19 related needs for DC's businesses, the District is strategically investing in The Bridge Fund to sustain the hospitality, entertainment, and retail industries and mitigate the ongoing impact of COVID-19 on workers and businesses. The Entertainment Bridge Fund aims to provide \$29.5 million in financial relief to the entertainment industry that has experienced significant economic distress since the beginning of the public health emergency. The fund is comprised of two programs: (1) Venue Program that will support DC's entertainment venues, and (2) Supporting Business Program that will support businesses that provide services that heavily rely on large gatherings related to entertainment, events, trade shows, and/or tourism and has been indirectly impacted by restrictions mandated due to the COVID-19 public health emergency. This document describes requirements for the Supporting Businesses program.

### What Types of Businesses are Eligible for the Supporting Businesses Program?

- Audio & Visual
- Event Equipment Rental
- Photographer
- Event Planners
- Trade Show or Event Staffing Services
- Event Production Companies
- Talent Booking Agency
- Tour Companies
- Performance Art Companies
- Performing Artists
- Event Promoters
- Recreational Sports Leagues

### Am I Eligible?

The Entertainment Bridge Fund Supporting Business Program will be open to businesses that meet the following criteria:

- Must be physically located in the District (Sole Proprietor without a physical location must be a DC resident to meet this requirement)
- Must be able to demonstrate at least 50% loss of revenue during the public health emergency
- Must have a minimum of \$20,000 of annual operating expenses for 2020. (Rent, Utilities, Storage, Payroll, Equipment Leasing or purchase)
- Must be revenue generating prior to March 17, 2020
- Businesses that are permanently closed and have taken steps to cease business operations under DCRA Corporate Divisions and OTR Guidelines are ineligible.
- If sole proprietor, must meet the following requirements:
  - Must demonstrate 51% or more of annual 2019 income from eligible business type
  - Must not have received or been approved for PUA

### How Do I Apply?

The application will open on January 11, 2021 and close on January 22, 2021 at 5:00 p.m. The application along with an Application Guide and FAQs will be posted on [The Bridge Fund page](#).

## What Documents Do I Need to Apply?

Before you start your application, please prepare the following documents:

- ❑ 2018 & 2019 Tax Returns
- ❑ 2019 Monthly Income Statement Showing Revenue less expenses
- ❑ 2020 Monthly Income Statement to date showing revenue less expenses with core expenses displayed clearly (rent, payroll, utilities, equipment leasing/purchases)
- ❑ Supporting documentation for operational expenses in 2020: copy of lease, mortgage statements, utility bills, and/or equipment lease/purchase
- ❑ Current Payroll Roster (including status (full-time, part-time, and independent contractor) and residency for each employee)
- ❑ Clean Hands Certificate (dated within 90 days prior to application date, or may provide prior to receiving award)
- ❑ Copy of DC Basic Business License, if applicable (Request [here](#))
- ❑ Valid Identification for business owner proving state residency (driver's license or other state-issued ID)

## Entertainment Bridge Fund Supporting Businesses Program Scenario Chart

| SCENARIO   | ELIGIBLE? |
|--|-----------|
| I am a sole proprietor that generates more than 51% in revenue from listed eligible business types.  | ✓         |
| My business has a physical location in the District, but I am not a DC resident.   | ✓         |
| My business is incorporated in another state, but my main business office location is in DC.   | ✓         |
| My business is temporarily closed, but I plan to re-open when possible.  | ✓         |
| I am not able to acquire a Certificate of Clean Hands before the application deadline, but can acquire before receiving grant funds, if awarded. | ✓         |
| My business is permanently closed  | ✗         |
| I established my business in January but did not generate any revenue until after March 17, 2020   | ✗         |
| I am a sole proprietor and currently receive or received Pandemic Unemployment Assistance (PUA)  | ✗         |
| My business is an eligible business type, but my business had less than \$20,000 of annual operating expenses in 2020                            | ✗         |

## Where Can I Find Assistance?

### For technical assistance with completing and submitting your application, contact:

- [DC Main Streets Program](#)
- [Community-Based Organizations](#)

### For language translation assistance, contact:

- Mayor's Office on Latino Affairs: (202) 671-2825
- Mayor's Office on African Affairs: (202) 727-5634
- Mayor's Office on Asian and Pacific Islander Affairs: (202) 727-3120
- Applicants who are hearing or vision impaired and need assistance may contact us at [entertainmentbridgefund@dc.gov](mailto:entertainmentbridgefund@dc.gov).

## Have Questions?

For all other inquiries related to the Entertainment Bridge Fund, contact: [entertainmentbridgefund@dc.gov](mailto:entertainmentbridgefund@dc.gov).