

# We're helping local businesses as we build.

Metro Business Interruption Fund



# What is Metro's Business Interruption Fund?

Metro's Business Interruption Fund (BIF) provides financial assistance to small "mom and pop" businesses located along the Crenshaw/LAX Transit Project, the Little Tokyo area and the 2nd/Broadway segment\* of the Regional Connector, and Section 1 and Section 2 of the Purple Line Extension that are impacted by transit rail construction. Metro's BIF is administered as a pilot program in partnership with Pacific Coast Regional Small Business Development Corporation (PCR).

## What is the purpose of the Business Interruption Fund?

Transit rail construction can mean growth opportunities for small "mom and pop" businesses located along transit corridors; however, transit construction also can be challenging for them. Metro wants small businesses to continue to thrive throughout construction and post construction. Through the establishment of the BIF, Metro can provide financial assistance to directly impacted small businesses through grants to cover certain fixed operating expenses.

The BIF is a demonstration of Metro's commitment to being a trusted community builder, partner and stakeholder.

## How much is available in the Business Interruption Fund?

Metro's Board of Directors authorized the agency to designate \$10,000,000 annually to be used for implementation of the Business Interruption Fund.

### How do businesses know if they are eligible to receive funds?

Metro has developed administrative guidelines for the BIF. There are various established guidelines and provisions. Some key provisions include:

#### Relevant Metro construction projects:

- > Crenshaw/LAX Transit Project
- > Regional Connector, Little Tokyo area and the 2nd/Broadway segment\*
- > Purple Line Extension, Section 1 and Section 2

#### Definition of small "mom and pop" businesses:

Small business for the purposes of the BIF is defined as a for-profit business or non-religious, non-profit with 25 or fewer total employees.

#### Definition of eligible businesses:

Businesses eligible to receive assistance from the BIF include:

- > Businesses located immediately adjacent to the rail corridor and directly affected by Metro construction.
- > Businesses that meet the technical qualifications to participate in the program, including continuous operation for at least two years along the corridor, and ability to provide relevant financial records.
- > Businesses must be solvent.
- > Businesses must be in good standing with all local, state and federal taxing and licensing authorities.

#### Definition of ineligible businesses:

Some key types of businesses ineligible to participate in the BIF include:

- > Non-profit businesses engaged in teaching, instructing, counseling or indoctrinating religion or religious beliefs.
- > Businesses generating over 60% of revenues from the sale of alcoholic beverages.
- > National or regional chain retailers or outlets, unless operated under a franchise agreement, and which otherwise meet all eligibility criteria.

## Geographic location of eligible businesses:

Business must be immediately adjacent to a transit rail corridor; refers to a business whose property line abuts or faces the rail corridor or a designated construction staging or construction storage area, including a business located in a mall or strip-mall that is similarly situated.

## Who can apply?

Qualifying businesses shall be those with at least two years of continuous operating history, 25 or fewer total employees, in good standing with local, state and federal taxing and licensing authorities, and those able to produce relevant financial records (e.g. gross receipts, payroll taxes, bank statements or other financial information) demonstrating a loss of business revenue directly related to the period of construction disruption.

It must be noted that BIF financial assistance is only available for those businesses directly impacted by the identified transit rail construction projects. Businesses located along any of Metro's other lines do not qualify.

## What amount of financial assistance can an impacted business receive?

Businesses may file multiple requests for financial assistance through the BIF; but in no event will the amount paid exceed the lesser total amount of \$50,000, or 60% of annual business revenue losses per business.

## The financial assistance covers fixed operating expenses such as:

- > Utilities
- > Insurance
- > Rent or Mortgage
- > Payroll
- > Other types of eligible, documented business-related expenses may be considered by the fund administrator
- > Commercial property owners may file; however, property owners may only file a claim for mortgage, utilities, insurance and other expenses as determined by the fund administrator
- > Residential property owners are not eligible to apply

## How do I apply for financial assistance through the Business Interruption Fund?

To get started, visit PCR's website at [pcrcorp.org](http://pcrcorp.org). Click on the Metro icon and follow the instructions from there. It's that simple. Applicants can also contact Angela Winston, PCR Program Manager at 213.739.2999, extension 223.

For more information about the BIF, visit [metro.net/bif](http://metro.net/bif) or email [bif@metro.net](mailto:bif@metro.net).

\*Segment eligibility based on full street closure with duration greater than six continuous months.