

Section 1 – Applicant Information

Business or nonprofit name: Takeena Adventures, LLC

Contact Name: Serena Wild

Contact mailing address:

City, State, Zip code: City: Sitka State: AK Zip: 99835

Contact phone number:

Contact email address:

Physical address of business:

(business must be located within
the City and Borough of Sitka)

City: Sitka State: AK Zip: 99835

IRS Tax Identification Number:

(or proprietor's Social Security Number
TIN/SSN will be kept confidential)

Local Sales Tax Number:

Section 2 – Grant Request Information

Did your business or nonprofit experience economic hardship due to the COVID-19 public health emergency?

Impacts may include, but are not limited to, loss of sales/revenue due to mandatory shutdown measures, inventory loss, additional operating expenses of reopening and protecting staff and customers, including funds already spent for those purposes.

☒ Yes

☐ No

Based on your **2018 or 2019 gross revenue** as reported to the IRS (see FAQ for guidance on reported revenue), what grant amount is your business eligible for (check only one)?

Gross revenues for the business (2018 or 2019) were:

- ☐ **under \$100,000** (\$2,500 grant)
- ☐ **over \$100,000 but less than \$250,000** (\$5,000 grant)
- ☐ **over \$250,000 but less than \$500,000** (\$7,500 grant)
- ☐ **over \$500,000** (\$10,000 grant)

☐ The gross revenue for my organization does not appropriately capture the scope of the services my business or nonprofit provides to the community and I would like the Assembly to consider, in public session, awarding at one of the levels reserved for organizations with higher revenue.

Please indicate below the level of support you would like the assembly to consider for your organization (under this program no awards over \$10,000 will be considered):

☐ \$5,000

☐ \$7,500

☐ \$10,000

Please indicate in the space below, 2019 gross revenues and describe circumstances for special consideration (feel free to attach a separate document).

Our business is in its first year of operation so therefore we did not have 2018 or 2019 revenue. We started a long range eco-tour/fishing charter and are keeping our vessel in the Sitka Harbor year round as we live here. We have lost significant revenue due to COVID-19 with over half of our booked charters rescheduling for 2021 and two large government contracts, to provide transport and lodging to workers, are postponed till we don't know when.

City and Borough of Sitka, Alaska
2020 CARES Act Business Relief and Recovery Grant Application

For those nonprofits that do not file with the IRS, the City and Borough of Sitka (CBS) will accept revenue as reported on an audited financial statement or an unaudited statement by a third-party preparer.

☐ **I have provided a copy of my business' 2018 or 2019 tax return (or financial statements as described above, if applicable). All financial information will be kept confidential and will be immediately destroyed upon review of the application. Non-pertinent information may be redacted.**

Nonprofit organizations only:

1. Did your nonprofit provide direct services to residents of the City of and Borough of Sitka in 2019? ☐ Yes ☐ No
2. Our nonprofit has a permanent presence in the City and Borough of Sitka. We have at least one employee who works in Sitka or more than 50% of our board members live in Sitka. ☐ Yes ☐ No

Check which type of IRS certification your nonprofit holds:

- ☐ 501(c)(3) Charitable organization
- ☐ 501(c)(4) Social welfare
- ☐ 501(c)(5) Labor, agricultural or horticultural organization
- ☐ 501(c)(6) Trade or professional organization
- ☐ 501(c)(19) or (23) Veterans organization
- ☐ 501(e) Cooperative hospital service organization
- ☐ 501(k) Childcare organization
- ☐ Other (please specify):

(Faith-based nonprofits are eligible, so long as they provide services that are promoted and available to the general public without regard to religious affiliation. Nonprofit organizations "that are principally engaged in teaching, instructing, counseling, or indoctrinating religion or religious beliefs, whether in a religious or secular setting, or primarily engaged in political or lobbying activities" are not eligible - as per 13 CFR § 120.110(k) in the Code of Federal Regulations.)

Briefly describe how the nonprofit's services have been impacted (optional—for informational purposes only to gauge community need and program effectiveness):

For-profit businesses only:

1. My business is a C Corporation, REIT or Publicly Held Limited Partnership traded on a U.S. stock exchange or a corporate-equivalent entity traded on a foreign stock exchange and owned in whole or majority-owned by such a publicly traded corporation. ☐ Yes ☒ No
2. My business is a national chain that owns and operates a premise in the City and Borough of Sitka (individually owned-and-operated local franchises are eligible). ☐ Yes ☒ No
3. My business is currently in bankruptcy proceedings. ☐ Yes ☒ No
4. My business is a marijuana business licensed under Alaska Statute 17.38. ☐ Yes ☒ No
5. My business **does not** have a permanent physical presence in the City and Borough of Sitka for the sale of goods or provision of services, with at least one worker assigned to that facility. (Mark **NO** if your business has a permanent physical presence with at least one employee) ☐ Yes ☒ No

(If you answered yes to any of the above questions, your business is not eligible for a grant)

City and Borough of Sitka, Alaska
2020 CARES Act Business Relief and Recovery Grant Application

For all Applicants

Do you intend to remain in business into 2021?

☒ Yes

☐ No

The application period opens on August 1, 2020 and applications must be received by **August 31, 2020**, and may be submitted by email to: **CARESGRANTS@cityofsitka.org** or hand-delivered or mailed to City and Borough of Sitka, 100 Lincoln Street, Sitka, Alaska 99835. Applications may be amended before the deadline. Incomplete applications will be rejected. Applicants will be notified of the status of their application via email to the contact person listed on the application. Questions about the grant program, application process, or application status must be directed to (907) 747-1824, or email **CARESGRANTS@cityofsitka.org**. **If the demand for grants exceeds the City's available funds, the City reserves the right to adjust the grant amounts to stay within available funding.** The City reserves the right to amend any criteria or procedures as may be required if new State or Federal guidelines are issued. It is the sole responsibility of the applicant to determine or to seek independent advice as to the tax implications of receiving the grant funds. The City and Borough of Sitka reserves the right to refuse any application it deems as not meeting the specified requirements.

As an official signer for the application, I certify that the information provided in this application is true and accurate and acknowledge that the funds will be spent by the required deadline of December 30, 2020. I agree to assist in the verification of information provided in this application and to provide additional information to the City, if requested.

Signed



Date: 8/5/2020

Print Name:

Serena Wild

Title:

Managing Member

Re: Small Business and Relief Grant Application

Bones Lillehoff [REDACTED]

To: [REDACTED]

Hello Rob,

Thank you for your email.

Our business is currently in its first year of operation and we do not have 2018 or 2019 tax returns, as no business occurred those years.

We began operation of our business early this spring (2020) and started taking bookings. Since May of this year, we've had half of our pre-booked charters reschedule for 2021 and we were unable to book the other half of our season due to COVID.

We also had two large government contracts scheduled to provide transportation and housing for employees for multiple weeks. One of those contracts is postponed to 2021 and the other may not happen now.

Our business, which relies on tourism and people being able to travel to Sitka, was deeply affected by COVID-19 but it is our first season of operation and we do not have any previous income or expense history. I do know how much we have ended up making this year versus what we were projected to make based on all the bookings we had in May.

I'm finding our business situation is making it so we do not qualify for any of the financial help for businesses, which is frustrating.

Please let me know if we do not qualify for the City's grant.

Thank you,

Serena

[REDACTED]

Hello Ms. Wild,

I am the new CARES Act Grant Technician for the City of Sitka. I wanted to confirm that I have received your application and completed an initial review. You are missing two critical pieces to your application. You have not marked the level of support you are eligible to receive and you have not provided the tax return information. I've attached page 1 and 2 of your application with the areas highlighted. I have also included the FAQ from the city. Page 4 and 5 list the tax documents that are required depending upon how you file your taxes. I only need the one page identified, not your entire tax return. You can complete and initial and date and either email the documents or drop them off at the 3rd floor of city hall to my attention.

At this point your application is considered incomplete.

Thank you.

Rob Allen
CARES Act Grant Technician