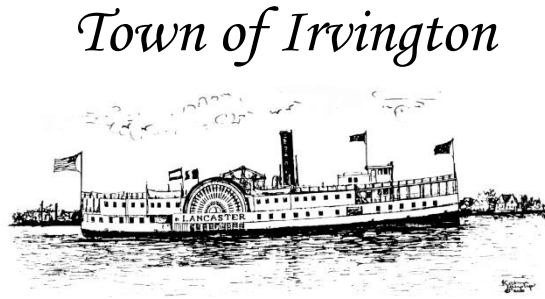


TOWN OFFICIALS  
Albert D. "Tripp" Bugg, III  
Mayor  
Nancyellen Keane, Esq.  
Town Attorney  
Lara M. Brown  
Zoning Administrator  
Sharon L. Phillips  
Town Clerk  
Treasurer  
FOIA Officer



TOWN COUNCIL  
Frances Westbrook  
Vice Mayor  
Jackie Brown  
Bonnie Schaschek  
R. Wayne Nunnally  
Anthony Marchetti  
Dudley Patteson

## FAQ

### **MY BUSINESS IS NOT IN IRVINGTON. AM I ELIGIBLE FOR THIS PROGRAM?**

No. Only businesses located within the Town of Irvington corporate limits are eligible. Contact your local jurisdiction for potential business relief aid.

### **WHAT BUSINESS ARE NOT ELIGIBLE FOR THE PROGRAM?**

- Applicants must be authorized representatives of small businesses with no more than 20 employees Full Time Equivalent (FTE) or fewer as of the date of the application with business physically located in the Town of Irvington corporate limits.
- Independent contractors operating multilevel or network marketing business (such as Avon, Mary Kay, etc.)
- Independent contractors working on gig platforms (such as Airbnb, Uber, Lyft, etc.)
- Home-based businesses
- Nonprofit organizations
- Banks, businesses engaged with speculation or real estate
- Business not physically located in the Town of Irvington corporate limits.

### **WHO DO I CONTACT FOR QUESTIONS REGARDING THE GRANT PROGRAM OR MY ELIGIBILITY?**

Please contact Sharon Phillips, Town Clerk at 804.438.6230

### **CAN I SUBMIT A PAPER COPY OF THE APPLICATION?**

Yes. However, it is important to remember that grants will be a "cue line" as they are received and incomplete applications will not be returned to the applicant for resubmittal.

### **CAN I SUBMIT AN APPLICATION ONLINE?**

No. Although you can email your completed application and supporting documents to [sphillips@town.irvington.va.us](mailto:sphillips@town.irvington.va.us). Please remember that grants will be a "cue line"

Telephone (804) 438-6230  
4203 Irvington Road \* Post Office Box 174 Irvington, Virginia 22480  
[www.town.irvington.va.us](http://www.town.irvington.va.us)

as they are received and incomplete applications will not be returned to the applicant for resubmittal.

**I WAS UNABLE TO SUBMIT MY APPLICATION ON TIME. WILL THERE BE ADDITIONAL GRANTS IN THE FUTURE?**

There may be additional funds available for future business grants. However, no official decision has been made at this time.

**HOW DO I DEMONSTRATE BUSINESS INTERRUPTION?**

Documentation can include an Executive Order mandating that your business close for a period of time, profit/loss indicating decrease in sales, or purchasing personal protective equipment to protect employees during the pandemic.