



50 West High Street, Ballston Spa, New York 12020

The Saratoga County Industrial Development Agency (the “IDA”) was created in 1971. For almost half a century, the IDA has provided assistance in connection with the development of economically sound commercial entities within Saratoga County. The IDA’ goal is to advance the job opportunities, general prosperity, and the economic well-being of the citizens of Saratoga County.

Through legislation recently approved by the State of New York, the IDA is now able to assist for profit and not-for-profit entities in Saratoga County which have been negatively impacted by COVID-19 by providing grants of up to \$10,000.00 for the purchase of personal (and other) protective equipment. In order to qualify, applicants must:

- a) Have been financially viable entity prior to March 20, 2020
- b) Have their principal office in Saratoga County
- c) Be able to demonstrate that they were negatively impacted by the outbreak of the novel coronavirus COVID-19.

The Board will consider all invoices for PPE spent from March 7, 2020 to date.

Documentation will have to be supplied to the IDA to confirm to its satisfaction that any funds issued as a grant to a small business or not-for-profit have been used solely for the above purpose.

Please note that a “small business” is defined as business with its principal offices in Saratoga County, New York with fewer than fifty (50) full-time equivalent employees. A “small not-for-profit corporation” is a not-for-profit corporation formed pursuant to the New York Not-for-Profit Corporation Law, with its principal office in Saratoga County which has fewer than fifty (50) full-time equivalent employees.

The funds that are being expended by the IDA for this program are derived from the fees that the IDA has collected over the years in assisting local businesses to build, expand and employ people within the state and primarily in Saratoga County.

The Application for the grant may be completed by logging onto the IDA website - <https://www.saratogacountyida.org/>. Only a fully completed Application will be reviewed by the IDA, which anticipates that the demand for the grants will exceed the funds that have been allocated for this program.

Please also note that the IDA is a public authority. As such, all information submitted will be examined in a public forum and may become public information.

All applications should be sent to **Saratoga County Industrial Development Agency to the attention of Scott Duffy, CEO** at the following address: **50 West High Street, Ballston Spa, NY 12020.**

Very truly yours,

Rodney J. Sutton, Chair
County of Saratoga Industrial Development Agency