



Bridge Fund 3.0

What is Bridge Fund 3.0?

Bridge Fund 3.0 is an \$8 million fund to provide financial relief to small businesses and sole proprietors in the retail, restaurant, and entertainment sectors that have experienced revenue declines or significant costs and financial losses due to the COVID-19 pandemic, during the period April 1, 2020, through December 31, 2021, and continue to struggle to pay for fixed expenses. Grants made to small businesses through this program may be spent on rent, payroll and labor, and operating expenses.

Businesses that have not received prior relief grants will receive priority. Funding is not guaranteed to be available for businesses that have previously received Bridge Fund awards.

Am I Eligible for Bridge Fund 3.0?

Business must meet **all eligibility criteria** to be eligible to receive an award from Bridge Fund 3.0:

- Must be a business in the retail, restaurant, or entertainment sector. Businesses in other sectors are not eligible.
- Must be a for-profit, small business at a brick-and-mortar location OR a sole proprietor in an eligible sector*. Nonprofits are ineligible.
- Primary business location must be registered in the District of Columbia and have an active DC Business License
- Must have earned no more than \$5 million in gross receipts in any year for 2019, 2020, and 2021
- Must have begun operating prior to January 1, 2022
- Must have experienced revenue declines or incurred significant costs as a result of the COVID-19 pandemic, during the period from April 1, 2020, to December 31, 2021
- Franchises with multiple locations must be independently owned and operated, and owners of multiple businesses are eligible, as long as each location has a unique EIN and satisfies all eligibility criteria**
- Must be currently in operation
- Must have site control of the business location[†]
- Must have a Certificate of Clean Hands dated within 90 days of application
- Businesses that received an award from the Restaurant Revitalization Fund are not eligible
- Sole proprietors must be District of Columbia residents

*Sole proprietor business must be owner's primary form of income and must have a home occupancy permit. Businesses that operate with a Home Occupancy Permit and primarily provide services in-person at a physical location are eligible. Examples of eligible businesses include, but are not limited to, catering companies, event planners, musicians, music promoters, and sound engineers.

** Up to a maximum of 3 locations are eligible to receive funding.

[†]Pop-ups, seasonal businesses, and temporary activations are not eligible.

What Documents Do I Need to Apply?

Before you start your application, please prepare the following documents. Failure to provide complete documents will result in your application being deemed ineligible. Do not submit any documents by email unless you are requested to do so. Additional guidance for required documents is available in the Bridge Fund 3.0 Required Documents Information Sheet found on the [ObviouslyDC website](#).

- 2019 Federal Tax Return, if operating in 2019 (Schedule C only for sole proprietors)
- 2020 Federal Tax Return, if operating in 2020 (Schedule C only for sole proprietors)
- 2021 Federal Tax Return (Schedule C only for sole proprietors)
- Active DC Business License for the location where the business operates
- Evidence of site control (lease, deed, or landlord affidavit for businesses with commercial leases; home occupancy permit for home-based businesses)
- Certificate of Clean Hands dated within 90 days of application date (must match EIN or SSN of applicant)
- State-issued identification of the business owner (passports not accepted)
- Payroll or Roster of Employees dated within 30 days of application (including employees states of residence)
- Form W9

Bridge Fund Eligibility Scenario Chart

Business Scenario	Eligible
Retail, restaurant, or entertainment business operating from a commercial space that the business leases or owns	✓
Caterer or food truck operator that also operates from a commercial kitchen	✓
Business with a Home Occupancy Permit that primarily provides services at brick-and-mortar locations	✓
Business is a franchise that is independently owned and operated	✓
Sole proprietor in an eligible industry operating with a Home Occupancy Permit	✓
Business earned more than \$5 million in 2019, 2020, or 2021	✗
Business is a retailer that exclusively sells products online	✗
Business began operating on or after January 1, 2022	✗
Sole proprietor who is not a DC resident	✗
Business is not in the retail, restaurant, or entertainment industry	✗

How Do I Apply?

Applications for Bridge Fund 3.0 open on **Monday, November 28, 2022 at 12:00 PM ET** and close on **Friday, January 13 at 5:00 PM ET**.

Applications must be submitted via the online portal available on the [ObviouslyDC website](#). Applications submitted by email, incomplete applications, and applications submitted after the deadline **will not** be accepted. Applicants are encouraged to submit their applications at least one hour prior to the application deadline. If you submit your application minutes before the application deadline, the application may close in the middle of processing your application. If this occurs, your application will not be received.

How Can I Use the Grant Funds?

Businesses that receive a grant from the Bridge Fund may use the award on the following expenses. A complete list is available on the [ObviouslyDC website](#):

- Business rent or mortgage expenses*
- Payroll and labor
- Inventory (supplies, not merchandise for sale)
- Operating expenses

*Home-based businesses may only use the award for deductible business expenses as reported on your federal tax return and cannot use funds for rent or mortgage expenses. For more information about deducting business expenses, please review the IRS Publication 535 here: <https://www.irs.gov/pub/irs-pdf/p535.pdf> and the instructions for Schedule C here: <https://www.irs.gov/instructions/i1040sc>

Where Can I Find Assistance?

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

- [DC Main Streets Program:](https://dslbd.dc.gov/service/DCMS)
- [Community-Based Organizations:](https://dhcd.dc.gov/page/small-business-technical-assistance-cbos)

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 thebridgefund@dc.gov.

Have Questions?

Register for an information session and find Frequently Asked Questions about the program on the [ObviouslyDC website](#). City First Enterprises is administering the Bridge Fund on behalf of DMPED. For all other inquiries related to the Bridge Fund, contact bridgefund3@cfenterprises.org.