



CALIFORNIA VENUES GRANT PROGRAM

This Program is funded by the State of California and administered by CalOSBA.

We want to help
you fill those seats again.

PROGRAM AND APPLICATION GUIDE

(Rev. 12.23.22)

Program Overview

The California Venues Grant Program (“Program”) will support **eligible independent live events venues** that have been affected by COVID-19 in order to support their continued operation.

GRANT AWARD

Grants awarded under this Program shall be in an amount equal to **the lesser of two hundred fifty thousand dollars (\$250,000) or 20 percent (20%) of the applicant’s gross earned revenue** in California for the 2019 taxable year.

PROGRAM PRIORITIZATION

Prioritization will be based on the following criteria to the extent permissible under state and federal equal protection laws:
Grants to eligible independent live events shall be prioritized on documented percentage gross earned revenue declines based on a reporting period comparing California gross earned revenues in Q2, Q3, and Q4 of 2020 and California gross earned revenues in Q2, Q3, and Q4 of 2019.

THE APPLICATION PROCESS

- Eligible independent live event applicants shall complete a new and separate application for the grants allocated under this program even if they already have submitted an application for the California Small Business COVID-19 Relief Grant Program established in Section 12100.83 of the California Government Code.
- If an eligible independent live event has been awarded a grant under the California Small Business COVID-19 Relief Grant Program established in Section 12100.83 of the California Government Code, the amount of that grant shall be subtracted from the grant amount awarded under this program. If the grant amount awarded under Section 12100.83 of the California Government Code is greater than the amount awarded under this program, the eligible independent live event shall not receive a grant under this program and no amount shall be subtracted.

Continued the next page.

Definitions: “*eligible venue*”

For purposes of this Program, “*eligible venue*” means a venue with the following characteristics:

1. A defined performance and audience space.
2. Mixing equipment, a public address system, and a lighting rig.
3. Engages one or more individuals to carry out not less than two of the following roles:
 - A sound engineer.
 - A booker.
 - A promoter.
 - A stage manager.
 - Security personnel.
 - A box office manager.
4. Is one of the three highest revenue-grossing entities, locations, or franchises associated with the applicant.
5. For a venue owned or operated by a nonprofit entity that produces free events, the events are produced and managed primarily by paid employees, not by volunteers.



Definitions: “*eligible independent live event*”

For purposes of this program, “*eligible independent live event*” means an entity that satisfies all of the following:

1. Is a sole proprietor, C-corporation, S-corporation, cooperative, limited liability company, partnership, limited partnership, or a registered 501(c)(3) nonprofit entity that satisfies the criteria defined in subparagraphs (B) through (F) inclusive of paragraph (1) of subdivision (g) of Section 12100.82 of the California Government Code.
2. Is in any of the following North American Industry Classification System (NAICS) or National Taxonomy of Exempt Entities (NTEE) codes, inclusive:
 - 512131 - Motion Picture Theaters (except Drive-Ins).
 - 512132 - Drive-In Motion Picture Theaters.
 - An entity that qualifies under this clause shall be an authentic drive-in motion picture theater. For purposes of this clause, “authentic drive-in motion picture theater” means a permanently constructed commercial motion picture drive-in theater of which the main purpose of the property is the outdoor exhibition of motion pictures for patrons in vehicles using professional Digital Cinema Initiatives (DCI) compliant digital projectors or 35mm or 70mm film.
 - 7111 – Performing Arts Companies.
 - 711110 - Theater Companies and Dinner Theaters.
 - 711120 – Dance Companies.
 - 711130 – Musical Groups and Artists.
 - 711211 – Sports Teams and Clubs.

Continued the next page.



Definitions: “*eligible independent live event*”

- 7113 - Promoters of Performing Arts, Sports, and Similar Events.
- 711310 - Promoters of Performing Arts, Sports, and Similar Events with Facilities.
- 711320 - Promoters of Performing Arts, Sports, and Similar Events without Facilities.
- 7139 – Other Amusement and Recreation Industries.
- 713990 – All Other Amusement and Recreation.
- 722410 – Drinking Places (Alcoholic Beverages).
- 722511 – Full-Service Restaurants.

- A20 – Arts, Cultural Organizations - Multipurpose.
- A23 – Cultural, Ethnic Awareness.
- A25 – Arts Education.
- A50 – Museums.
- A54 – History Museums.
- A56 – Natural History, Natural Science Museums.
- A60 – Performing Arts Organizations.
- A61 – Performing Arts Centers.
- A62 – Dance.
- A63 – Ballet.
- A65 – Theater.
- A68 – Music.
- A69 – Symphony Orchestras.
- A6A – Opera.
- A6B – Singing, Choral.
- A6C – Music Groups, Bands, Ensembles.
- A90 – Arts Service Organizations and Activities.

Continued the next page.



Definitions: “*eligible independent live event*”

3. Is any of the following:

- An individual or entity that meets both of the following criteria:
 - As a principal business activity, organizes, promotes, produces, manages, or hosts live concerts, comedy shows, theatrical productions, or other events by performing artists at an eligible venue where both of the following take place: (a) a cover charge through ticketing or front door entrance fee is applied; and (b) performers are paid.
 - At least 70 percent of the earned revenue of the individual or entity is generated through cover charges or ticket sales, production fees or production reimbursements, or the sale of event beverages, food, or merchandise.
- An individual or entity that, as a principal business activity, makes tickets to events available for purchase by the public an average of not less than 30 days before the date of the event, which shall meet both of the following:
 - As a principal business activity, organizes, promotes, produces, manages, or hosts live concerts, comedy shows, theatrical productions, or other events by performing artists at an eligible venue where both of the following take place: (a) a cover charge through ticketing or front door entrance fee is applied; and (b) performers are paid.
 - Performers are paid in an amount that is based on a percentage of sales, a guarantee in writing or standard contract, or another mutually beneficial formal agreement.

- An individual or entity that meets all the following criteria:
 - As a principal business activity, organizes, promotes, produces, manages, or hosts live sporting events at an eligible venue where both of the following take place: (a) a cover charge through ticketing or front door entrance fee is applied; and (b) performers are paid.
 - At least 70 percent of the earned revenue of the individual or entity is generated through cover charges or ticket sales, production fees or production reimbursements, or the sale of event beverages, food, or merchandise.
 - The individual or entity is not a major league or professional sports team or club, and is not owned by a major league or professional sports team or club.



Ineligible Businesses

Notwithstanding the three previous pages, “**eligible independent live event**” shall **not include** entities that satisfy any of the following:

- Is a publicly traded corporation, or is majority owned and controlled by a publicly traded corporation.
- Owns or operates entities in more than five states or in another country, or is owned by an entity that owns or operates entities in more than five states or in another country.
- Generates less than 75 percent of its gross earned revenue in California.
- Demonstrates a percentage gross earned revenue decline in California of less than 30 percent, based on a reporting period comparing Q2, Q3, and Q4 of 2020, compared to Q2, Q3, and Q4 of 2019.
- Businesses without a physical presence in the state and not headquartered in the state.
- Businesses primarily engaged in political or lobbying activities, regardless of whether the entity is registered as a 501(c)(3), 501(c)(6), or 501(c)(19).
- Passive businesses, investment companies, and investors who file a Schedule E on their tax returns.
- Financial institutions or businesses primarily engaged in the business of lending, such as banks, finance companies, and factoring companies.
- Businesses engaged in any activity that is unlawful under federal, state, or local law.

Continued the next page.

Ineligible Businesses

- Businesses that restrict patronage for any reason other than capacity.
- Speculative businesses.
- Businesses with any owner of greater than 10 percent of the equity interest in it who meets one or more of the following criteria:
 - i. The owner has, within the prior three years, been convicted of or had a civil judgment rendered against the owner, or has had commenced any form of parole or probation, including probation before judgment, for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a federal, state, or local public transaction or contract under a public transaction, violation of federal or state antitrust or procurement statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
 - ii. The owner is presently indicted for or otherwise criminally or civilly charged by a federal, state, or local government entity, with commission of any of the offenses enumerated in clause (i).
- Affiliated companies, as defined in Section 121.103 of Title 13 of the Code of Federal Regulations.
- Other businesses determined by California Office of the Small Business Advocate (CalOSBA), consistent with the limitations and exclusions set in previous rounds of the COVID-19 Relief Grant Program.



Eligible Uses of Funds

Grant moneys awarded under this section shall only be used for costs resulting from the COVID-19 pandemic and related health and safety restrictions, or business interruptions or closures incurred as a result of the COVID-19 pandemic, including the following:

- Employee expenses, including payroll costs, health care benefits, paid sick, medical, or family leave, and insurance premiums.
- Working capital and overhead, including rent, utilities, mortgage principal, and interest payments, but excluding mortgage prepayments, and debt obligations, including principal and interest, incurred before March 1, 2020.
- Costs associated with reopening business operations after being fully or partially closed due to state-mandated COVID-19 health and safety restrictions and business closures.
- Costs associated with complying with COVID-19 federal, state, or local guidelines for reopening with required safety protocols, including, but not limited to, equipment, plexiglass barriers, outdoor dining, personal protective equipment (PPE) supplies, testing, and employee training expenses.
- Any other COVID-19-related expenses not already covered through grants, forgivable loans, or other relief through federal, state, county, or city programs.
- Any other COVID-19-related costs that are not human resource expenses for the state share of Medicaid, employee bonuses, severance pay, taxes, legal settlements, personal expenses, or other expenses unrelated to COVID-19 impacts, repairs from damages already covered by insurance, or reimbursement to donors for donated items or services.



Required Documents

All of the following documents are required and must be uploaded to the Portal:

1. Applicant Certification (PDF)

Completed and signed to self-certify the truthfulness and accuracy of the information you provide in the web application and supporting documents.

2. Business Financials (PDF)

- All pages of the business 2019 federal tax returns
- All pages of the business 2019 California tax returns
- All pages of the business 2020 federal tax returns
- All pages of business 2020 California tax returns

3. Government-Issued ID (PDF or JPEG)

Driver's License or Passport (Expired IDs will not be accepted)

4. Interim Financial Statements (PDF)

- Interim financials statement covering Q2, Q3 & Q4 for 2019
- Interim financials statement covering Q2, Q3 & Q4 for 2020

5. Official filing with the California Secretary of State (which must be active) or local municipality, as applicable, for your business such as one of the following (PDF):

- Articles of Incorporation
- Certificate of Organization
- Fictitious Name of Registration
- Government-issued Business License (sole proprietors without fictitious name)

6. Nonprofits Only: Most Recent IRS Tax Exemption Letter (PDF)

7. NOTE: Must provide a California Secretary of State filing evidencing that the business was legally doing business in the State of California prior to June 1, 2019.





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HOW TO COMPLETE THE APPLICANT CERTIFICATION

Applicant Certification

As part of the application process, you will be required to self-certify the truthfulness and accuracy of the information you provide in the web application and supporting documents by signing an Applicant Certification.

The Applicant Certification will be available in electronic form for you to download and complete. A signed Applicant Certification is a required document in this grant process and will need to be uploaded to the Portal as a PDF file.


You can complete the Applicant Certification in two ways:

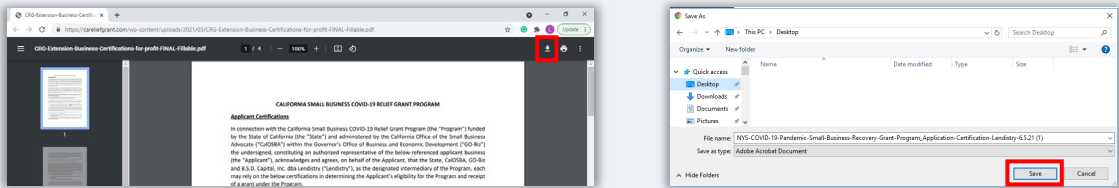
1. Download and sign the certification electronically or
2. Print and complete the form by hand.



How to Complete Your Applicant Certification Electronically

Step 1

Click the download  icon to download and save the Applicant Certification your device.



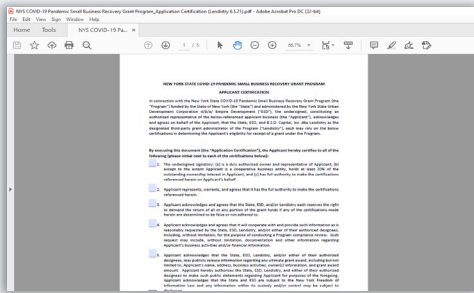
Step 2

Locate Applicant Certification on your device and open the file from there. Your Applicant Certification will open as a PDF file.



Step 3

Complete the Applicant Certification by entering your initials next to all numbered items and then entering your signature and business information on the last page.



Step 4


After completing the Applicant Certification, save it again by going to File > Save or pressing CTRL+S on your keyboard to save your fully executed Applicant Certification.

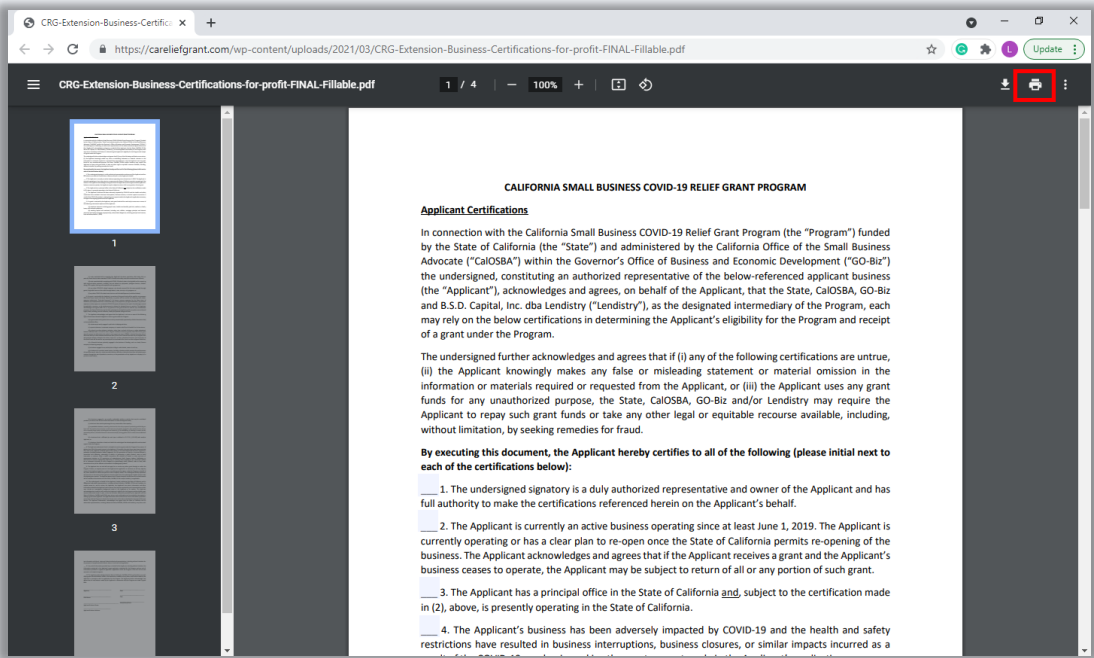
Step 5

Upload the completed Applicant Certification as PDF file in the Portal during the application process.

How to Complete Your Applicant Certification By Hand

Step 1

Print the Applicant Certification by clicking the printer  icon.



Step 2

Fill out the Applicant Certification using a dark pen and legible handwriting.

Step 3

After completing the Applicant Certification, save it again by going to File > Save or pressing CTRL+S on your keyboard to save your fully executed Applicant Certification.

Step 5

Upload the completed Applicant Certification as PDF file in the Portal during the application process.



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EXAMPLES OF REQUIRED DOCUMENTATION

Example: Federal Tax Returns

For-Profit Businesses

Form 1120

Form 1065

Form 1040

2019

Form 1120

Form 1065

Form 1040

2020

Nonprofit Organizations

2019

2020

Example: California Tax Returns

For-Profit Businesses

Nonprofit Organizations

Form 100

Form 565

Form 540

Form 199

RRF-1

CT-TR-1

2019

2019

Form 100

Form 565

Form 540

Form 199

RRF-1

CT-TR-1

2020

Example: Government-Issued Photo ID

Acceptable Forms of Government-Issued ID



UNITED STATES PASSPORT



DRIVERS LICENSE

The following forms of ID will **NOT** be accepted:

- Expired IDs
- Bus Passes
- School IDs
- Union IDs
- Job Badges
- Library Cards

Example: Official Filing with the California Secretary of State or Local Municipality

Articles of Incorporation

3767456

ARTICLES OF INCORPORATION
OF
MIDDLE TREE INCORPORATED

FILED
Secretary of State
State of California
166 MAR 16 2015

ARTICLE I

The name of this corporation is Middle Tree Incorporated ("Corporation").

ARTICLE II

A. This Corporation is a nonprofit public benefit corporation and is not organized for the private gain of any person. It is organized under the Nonprofit Public Benefit Corporation Law for public and charitable purposes. The specific purpose of this Corporation is to manage, operate, guide, direct and promote the Corporation.

B. This Corporation is organized and operated exclusively for educational and charitable purposes pursuant to and within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code" or "I.R.C."), or the corresponding provision of any future United States Internal Revenue law. Notwithstanding any other provision of these articles, the Corporation shall not, except to an insubstantial degree, engage in other activities or exercise of power that do not further the purpose of the Corporation. The Corporation shall not carry on any or other activities not permitted to be carried on by: (i) a corporation exempt from federal income tax under Section 501(c)(3) of the Code, or the corresponding section of any future federal tax code; or (ii) by a corporation, contributions of which are deductible under Section 170(c)(2) of the Code, or the corresponding section of any future federal tax code.

ARTICLE III

The name and address in the State of California of this Corporation's initial agent for service of process is: Registered Agents Inc.

ARTICLE IV

The initial street address of the corporation is:

Middle Tree
522 S. Indian Hill Blvd #205
Claremont, CA
91711

The initial mailing address of the corporation is:

ARTICLES OF INCORPORATION
MIDDLE TREE INCORPORATED

PAGE 1 OF 3

Fictitious Name of Registration

State of California
Bill Jones
Secretary of State

200224710133

FILED
In the Office of the Secretary of State
of the State of California
AUG 28 2002
BILL JONES, Secretary of State

A \$70.00 filing fee must accompany this form.
IMPORTANT - Read instructions before completing this form.

This Space For Filing Use Only

1. Name of the limited liability company (and the name with the words "Limited Liability Company," "Ltd. Liability Co.," or the abbreviations "LLC" or "L.L.C.")
Keystone NPS LLC

2. The purpose of the limited liability company is to engage in any lawful act or activity for which a limited liability company may be organized under the Beverly-Killea limited liability company act.

3. Name the agent for service of process and check the appropriate provision below:
National Registered Agents, Inc., which is
☐ an individual residing in California. Proceed to item 4.
☒ a corporation which has filed a certificate pursuant to section 1505. Proceed to item 5.

4. If an individual, California address of the agent for service of process:
Address:
City: State: CA Zip Code:

5. The limited liability company will be managed by: (check one)
☐ one manager ☐ more than one manager ☒ single member limited liability company ☐ all limited liability company members

6. Other matters to be included in this certificate may be set forth on separate attached pages and are made a part of this certificate. Other matters may include the latest date on which the limited liability company is to dissolve.

7. Number of pages attached, if any: 0

8. Type of business of the limited liability company. (For informational purposes only)
treatment centers and services for at-risk youth

9. DECLARATION: It is hereby declared that I am the person who executed this instrument, which execution is my act and deed.
Signature of Organizer: Andrea C. Barach
Type or Print Name of Organizer: Andrea C. Barach
Date: August 27, 2002

10. RETURN TO:
NAME
FIRM
ADDRESS
CITY/STATE
ZIP CODE

SEC/STATE (REV. 12/09)

FORM LLC-1 - FILING FEE \$70.00
Approved by Secretary of State

Continued the next page.

Example: Official Filing with the California Secretary of State or Local Municipality

Certificate of Organization

THIS STATEMENT IS A PUBLIC RECORD
(SEE REVERSE SIDE FOR LEGAL REQUIREMENTS AND INSTRUCTIONS)

San Francisco County Clerk
City Hall, Room 168
San Francisco, CA 94102-4878
www.sfgov.org/countyclerk

FILING FEE: (see website for methods of payment)
\$47.00 For 1st Business Name and 1st Registration
\$7.00 For each additional business name or each additional registrant (joint) or \$6.00 (limited liability partnership) if the registrant is a corporation or limited liability company.
ITEMS MUST BE LEGIBLE AND FULLY COMPLETED. SUBMIT FORM IN DUPLICATE.

FICTITIOUS BUSINESS NAME STATEMENT

1. Fictitious Business Name(s): _____

2. Street Address, City, State and Zip code of Principal Place of Business (P.O. Box NOT allowed): _____

3. Full name of registrant #1 (if Corporation or Limited Liability Company, also indicate State of incorporation or organization, e.g. (CA), (DE), etc.) _____
Residence Address (P.O. Box NOT allowed) _____
City, State and Zip Code _____

4. Full name of registrant #2 (if Corporation or Limited Liability Company, also indicate State of incorporation or organization, e.g. (CA), (DE), etc.) _____
Residence Address (P.O. Box NOT allowed) _____
City, State and Zip Code _____

5. The business is conducted by: ☐ an individual ☐ a general partnership ☐ a corporation ☐ a limited partnership ☐ an unincorporated association other than a partnership ☐ a trust ☐ co-partners ☐ a married couple ☐ joint venture ☐ a limited liability company ☐ state or local registered domestic partners ☐ a limited liability partnership

6. The registrant commenced to transact business under the fictitious business name or names listed above on: (enter EXACT date OR if future date, enter "not applicable") _____

7. I declare that all information in this statement is true and correct. (A registrant who declares as true any material matter pursuant to Section 17903 of the Business and Professions Code that the registrant knows to be false is guilty of a misdemeanor punishable by a fine not to exceed one thousand dollars (\$1,000).)
If registrant other than Corp. or LLC, sign below: _____
Signed: _____
Printed Name: _____

If registrant is a Corporation or Limited Liability Company, sign below: _____
Corporation or LLC Name: _____
Signature: _____
Printed Name & Title: _____

This statement was filed with the San Francisco County Clerk on date indicated by the file stamp above.
NOTICE—IN ACCORDANCE WITH SUBDIVISION (b) OF SECTION 17903, A FICTITIOUS NAME STATEMENT GENERALLY EXPIRES AT THE END OF FIVE YEARS FROM THE DATE ON WHICH IT WAS FILED IN THE OFFICE OF THE COUNTY CLERK, EXCEPT, AS PROVIDED IN SUBDIVISION (a) OF SECTION 17903, WHERE IT EXPIRES 45 DAYS AFTER ANY CHANGE IN THE FACTS SET FORTH IN THE STATEMENT PURSUANT TO SECTION 17903 OTHER THAN A CHANGE IN THE RESIDENCE ADDRESS OF A REGISTRANT OR A REGISTRANT'S CORP. A NEW FICTITIOUS BUSINESS NAME STATEMENT MUST BE FILED BEFORE THE EXPIRATION. THE FILING OF THIS STATEMENT DOES NOT ITSELF AUTHORIZE THE USE IN THIS STATE OF A FICTITIOUS BUSINESS NAME IN VIOLATION OF THE RIGHTS OF ANOTHER UNDER FEDERAL, STATE, OR COMMON LAW (SEE SECTION 14611 ET SEQ., BUSINESS AND PROFESSIONS CODE).

CERTIFICATION
I hereby certify that the foregoing is a correct copy of the original on file with the San Francisco County Clerk.

By _____, Deputy County Clerk

FBN/enc Rev. 04-01-2014

Government-Issued Business License

For Sole Proprietors Only

CITY OF LONG BEACH, CALIFORNIA
BUSINESS LICENSE
OWNERSHIP NON-TRANSFERABLE

PREPARED: 11/06/2018
P120

THE LICENSEE NAMED BELOW IS AUTHORIZED TO OPERATE THE FOLLOWING:

ACCOUNT NUMBER: 1
OWNER: ACTION INVESTIGATORS
LOCATED AT: 3860 CHERRY AVE

BUSINESS TYPE: BUSINESS OFFICE
DBA NAME: ACTION AUTO RECOVERY
PRODUCT: BUSINESS

AUTHORIZED BY: JOHN GROSS
DIRECTOR OF FINANCIAL MANAGEMENT

Example: Tax Exemption Letter

Certificate of Organization

For nonprofit organizations only.

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **SEP 26 2016**
MIDDLE TREE
PO BOX 1643
CLAREMONT, CA 91711

Employer Identification Number:
47-3525937
DLN:
17053231320026
Contact Person:
RENEE RAILLEY NORTON ID# 31172
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
March 16, 2015
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.



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TIPS FOR APPLYING

Tip #1: Review Your NAICS Code

Eligible applicants must be in one of the following North American Industry Classification System (NAICS) codes or National Taxonomy of Exempt Entities(NTEE) codes listed on [pages 5-6](#).

To review your NAICS code, go to: <https://www.naics.com/search/>.

NAICS ASSOCIATION

[Home](#) [Data Enrichment](#) [Business Lists](#) [Market Research](#) [Products](#) [Company Lookup](#) [NAICS Codes](#) [***COVID-19***](#)

NAICS & SIC Identification Tools

Enter Keyword(s)

NAICS Search

Enter Keyword(s)

SIC Search

NAICS CODE DRILL-DOWN

SIC CODE DRILL-DOWN

COMPANY LOOKUP TOOL

NAICS LOOKUP HELP

Need Help?

What are you Searching for? *

-Choose One-

Submit

Data Services & Products

[Business Lists](#)[Data Appends](#)[Data Append API](#)[NAICS & SIC Manuals](#)

NAICS & SIC Code Resources

[NAICS & SIC Search](#)[NAICS & SIC Crosswalk](#)[History of NAICS & SIC](#)[NAICS Lookup Help](#)[Frequently Asked Q's](#)[2017 NAICS Changes](#)[NAICS Code List](#)[SIC Code List](#)[High Risk NAICS Codes](#)

Additional Resources

[Free Market Profiles](#)[SBA Size Standards](#)[Whitepaper Download](#)[Business Data Blog](#)[Market Research Tools](#)[Government Contacts](#)

NAICS CODE LIST: Click Any Two Digit NAICS Code to Drill Down Further

Code	Industry Title	Number of Business Establishments
11	Agriculture, Forestry, Fishing and Hunting	369,913
21	Mining	32,295
22	Utilities	48,540
23	Construction	1,515,426
31-33	Manufacturing	649,784
42	Wholesale Trade	697,549
44-45	Retail Trade	1,818,792
48-49	Transportation and Warehousing	634,602
51	Information	371,083
52	Finance and Insurance	779,989

Tip #2: Use a Valid Email Address

Please make sure you are using a valid email address and that it is spelled correctly in the application.

- Updates and additional guidance for your application will be sent to the email address you provide. Certain email addresses cannot be recognized in Lendistry's system and may cause delays in communication regarding your application.

If you used an incorrect or invalid email address in your application, please contact our call center at (888) 984-1173, Monday through Friday, between the hours of 7:00 a.m.- 7:00 p.m. PST to update your information.

DO NOT submit a new application. Submitting multiple applications may be detected as potential fraud and disrupt the review process for your application.

Invalid Email Addresses

The following email addresses will not be accepted or recognized in our system:

Emails *beginning* with **info@**

Example: info@mycompany.com

Emails *ending* with **@contact.com** or **@noreply.com**

Example: mycompany@contact.com

Example: mycompany@noreply.com



Tip #3: Prepare Your Documents in PDF Format

All required documents must be uploaded to the Portal in PDF format only. The documents must be clear, aligned straight, and contain no disruptive backgrounds when uploaded.

Important Notes for Uploading Documents:

1. All documents must be submitted in PDF format (Government-issued ID may be submitted as a PDF or JPEG).
2. File size must be under 15MB.
3. The file name CANNOT contain any special characters (!@#\$%^&*()_+).
4. If your file is password protected, you will need to enter it in.

Don't have a scanner?

We recommend downloading and using a free mobile scanning app.

Genius Scan

Apple | [Click Here to Download](#)

Android | [Click Here to Download](#)

Adobe Scan

Apple | [Click Here to Download](#)

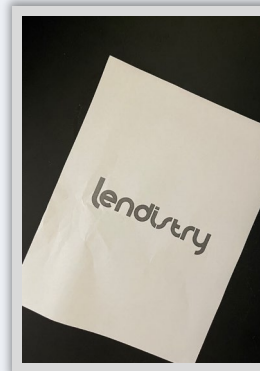
Android | [Click Here to Download](#)

Sample: Correct Upload

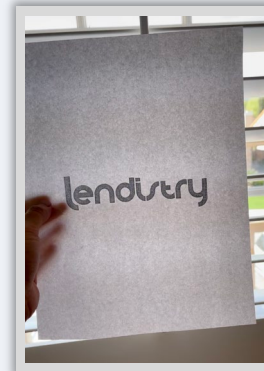


Document is clear and aligned straight.

Sample: Incorrect Upload



1



2

1. Document not aligned straight.
2. Document is in front of window (busy background) and a hand is seen in the photo.



Tip #4: Review Best Practices to Successfully Complete Persona

What is Persona?

Persona is a third-party platform utilized by Lendistry in its fraud prevention and mitigation process. The Persona platform enables Lendistry to verify an individual’s identity and protect against identity spoofing by automatically comparing the individual’s selfie to their ID portrait with a 3-point composite and biometric liveness checks.

- Applicants will be required to verify their identity using Persona by uploading a picture of a valid government-issued photo ID.
 - Acceptable forms of government-issued photo ID include:
 - Driver’s License;
 - United States Passport; and
 - State ID.
- Applicants will also need to take a selfie using a device with a front-facing camera to complete the Persona verification.

Best Practices to Successfully Complete Persona

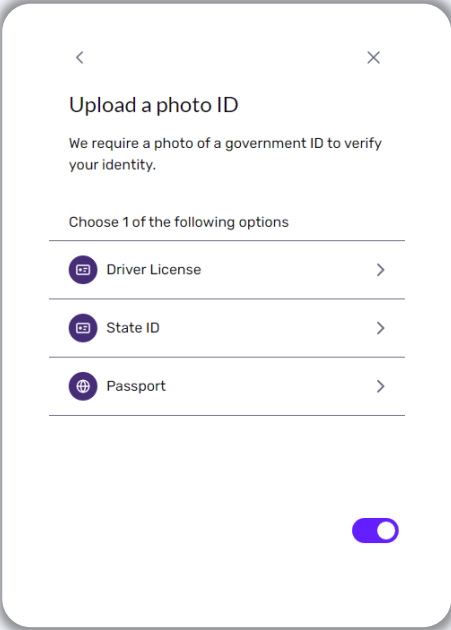
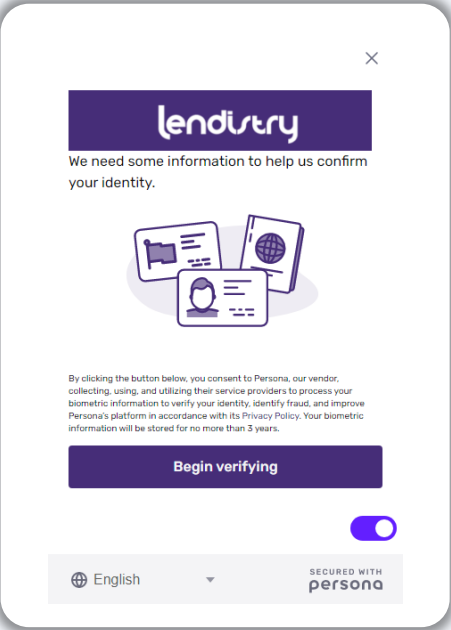
1. Use a front-facing device. If you work on your application on a laptop or computer that does not have a camera, you will be given the option to complete Persona using a mobile device at any time by clicking “Continue on another device” and scanning the QR code provided or requesting a link via SMS or Email.
 - Once you complete Persona on your mobile device, you will be automatically redirected to your application on your laptop or computer.
2. Take a picture of the front and back of your government-issued ID *before* starting Persona and save it on the device you will use to take your selfie to be efficient.
 - Place your government-issued ID on a plain white surface and use adequate lighting.
 - Do not use flash as it may cause a glare.
3. When taking your selfie, use adequate lighting pointed toward your face while avoiding bright light sources from behind.
 - Stand in front of a blank wall or door and avoid busy backgrounds.
 - Do not use flash as it may cause a glare.

Continued the next page.

How to Complete Persona

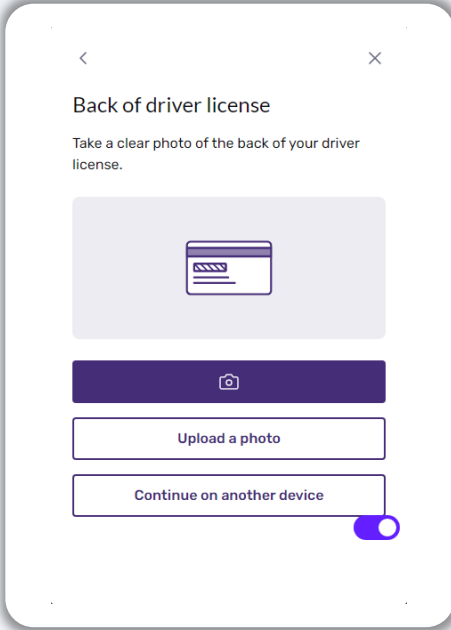
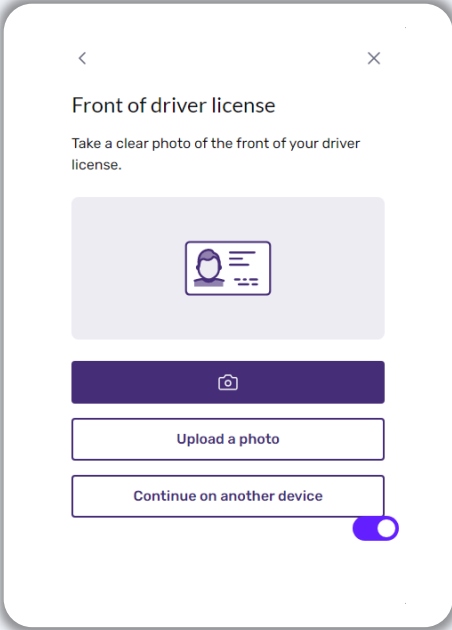
Step 1

Click on “**Begin Verifying,**” and then select the type of government-issued ID you will use to verify your identity.



Step 2

Take or upload a picture of the **front** side of your ID. Select “Use this File” to continue. See [page 26](#) for best practices on how to complete this step.

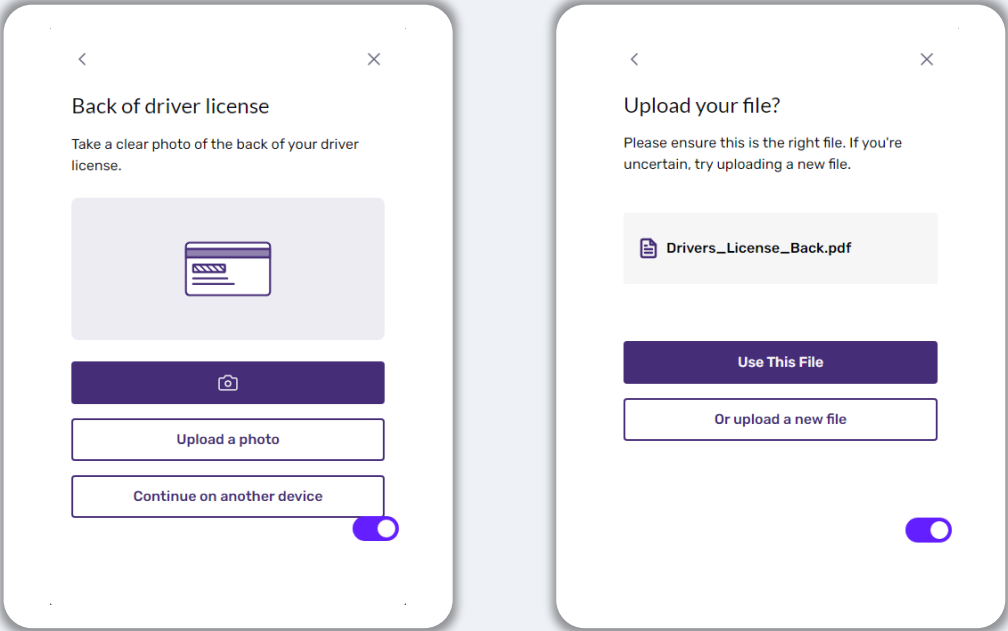


Continued the next page.

How to Complete Persona

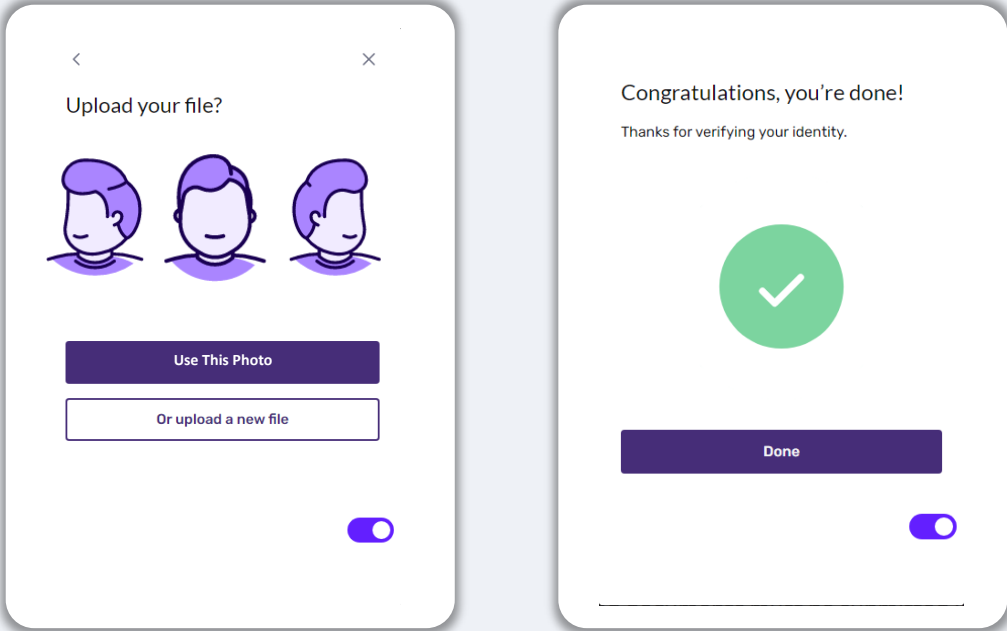
Step 3

Take or upload a picture of the [back](#) side of your ID. Select “Use this File” to continue. See [page 26](#) for best practices on how to complete this step.



Step 4

Using a [front-facing](#) device with a camera, follow the prompt on the screen to take a selfie by looking forward, left, and then right. See [page 26](#) for best practices on how to complete this step. Once complete, select “Done” and you will be redirected to the application.



Tip #5: Use Google Chrome

For the best user experience, please use Google Chrome throughout the entire application process.

Other web browsers may not support our interface and can cause errors in your application.

If you do not have Google Chrome on your device, you can download it for free at <https://www.google.com/chrome/>.

Before you begin the application, please do the following on Google Chrome:

- 1. Clear Your Cache**
- 2. Use Incognito Mode**
- 3. Disable Pop-Up Blocker**

Clear Your Cache

Cached data is information that has been stored from a previously used website or application and is primarily used to make the browsing process faster by auto-populating your information. However, cached data may also include outdated information such as old passwords or information you have previously entered incorrectly. This can create errors in your application and may result in it being flagged for potential fraud.

Use Incognito Mode

Incognito mode allows you to enter information privately and prevents your data from being remembered or cached.

Disable Pop-Up Blocker

Our application includes multiple pop-up messages that are used to confirm the accuracy of the information you provide. You must disable the pop-up blocker on Google Chrome to see these messages.

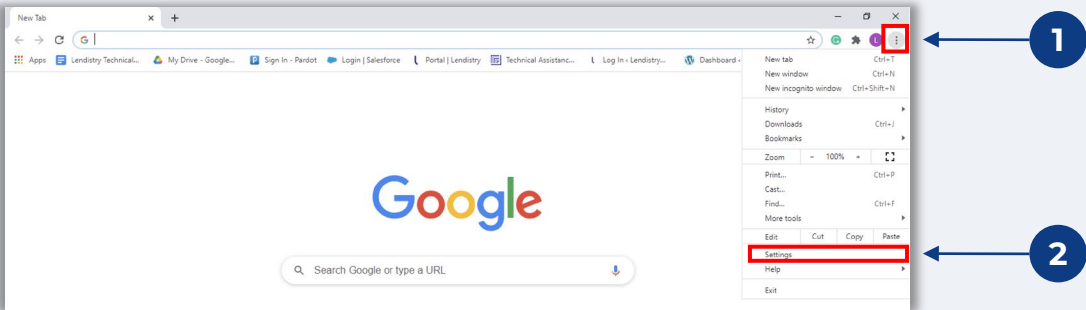
Continued the next page.



How to Clear Your Cache

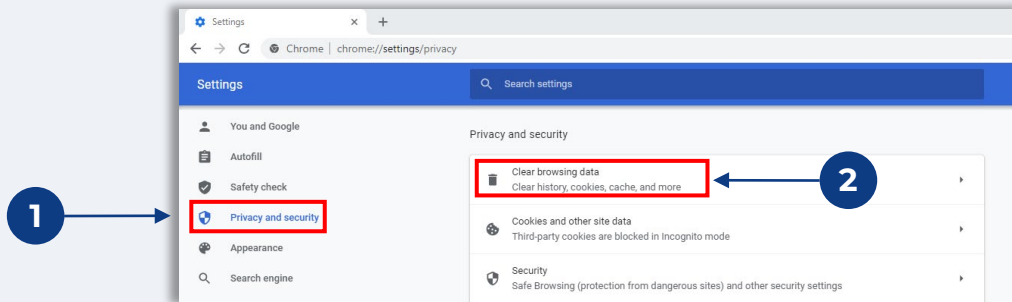
Step 1

Open a new Google Chrome window, click the three dots in the upper right corner, and then go to “Settings.”



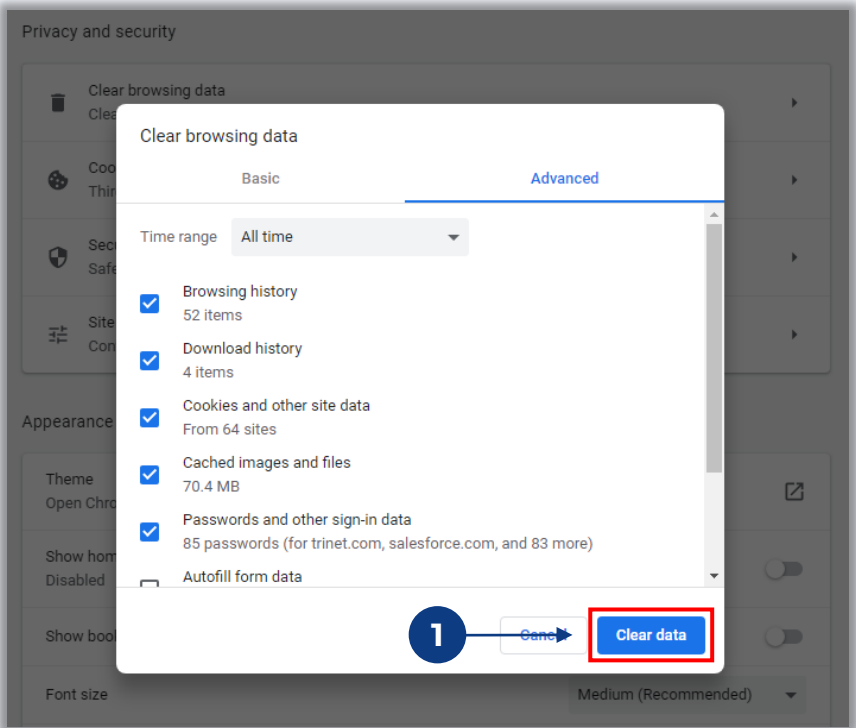
Step 2

Go to “Privacy and Security”, and then select “Clear Browsing Data.”



Step 3

Select “Clear Data.”

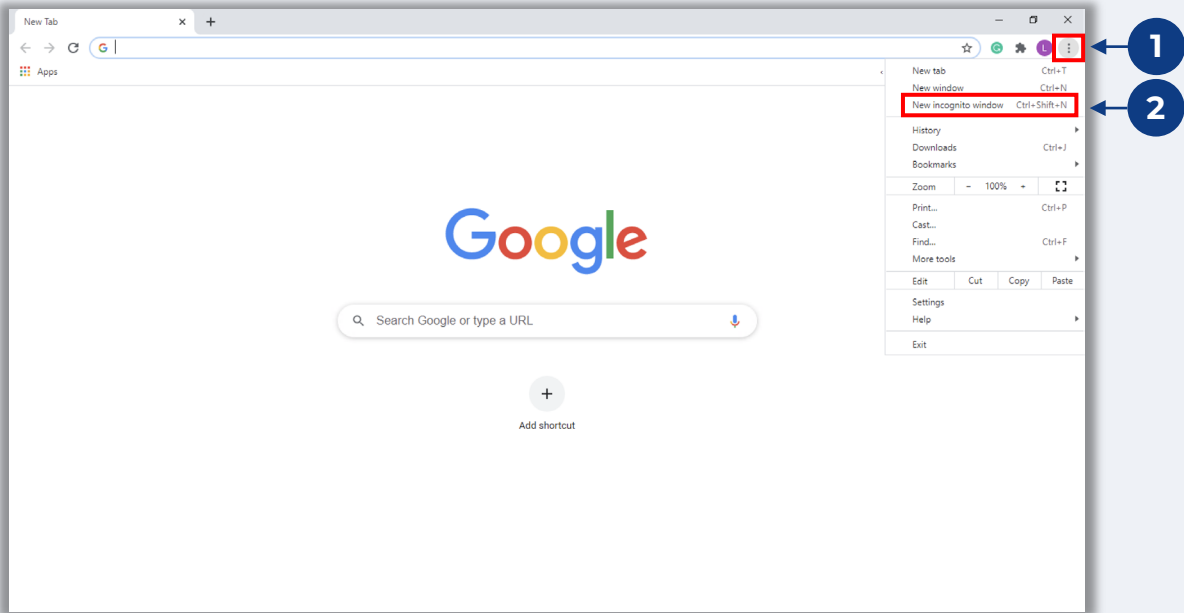


Continued the next page.

How to Use Incognito Mode

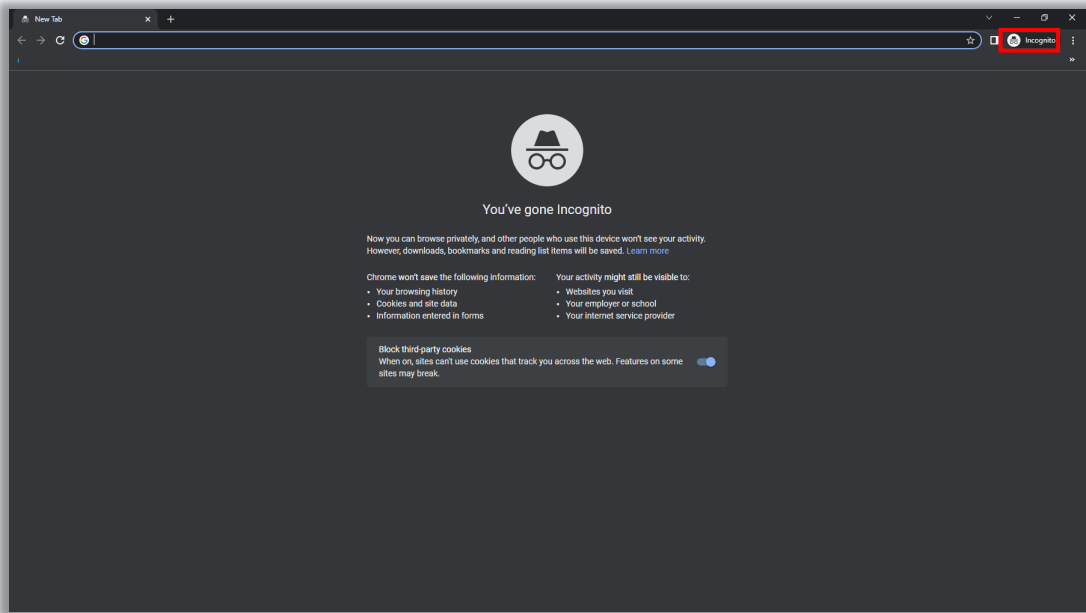
Step 1

Click the three dots in the upper right corner of your web browser, and then select “**New incognito window.**”



Step 2

Your browser will open a new Google Chrome window. Use incognito mode throughout the entire application process.

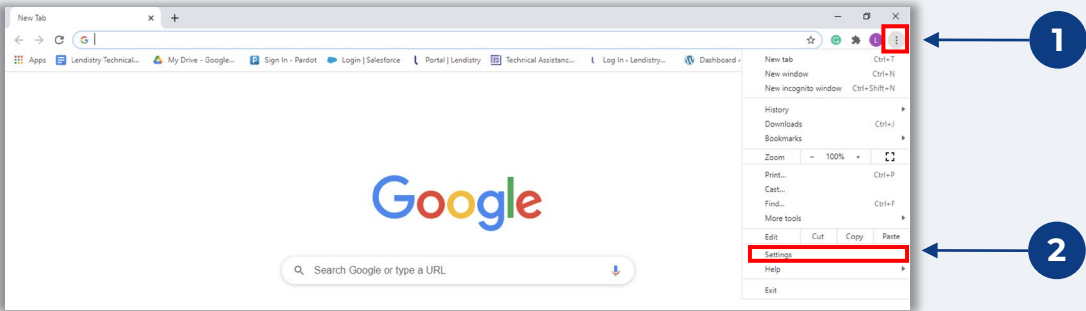


Continued the next page.

How to Disable Pop-Up Blockers

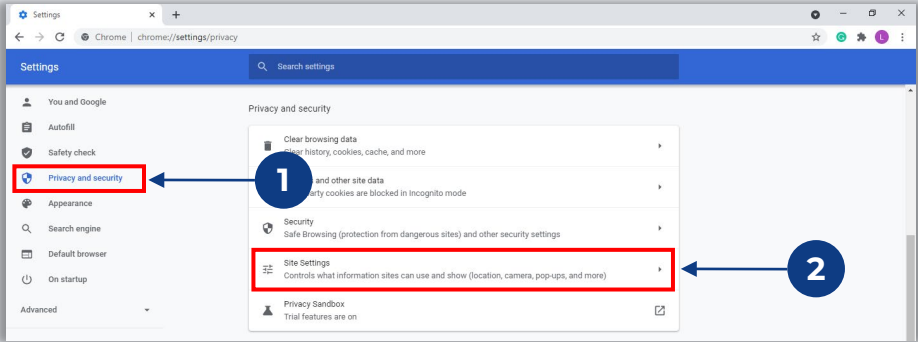
Step 1

Open a new Google Chrome window, click the three dots in the upper right corner, and then go to “Settings.”



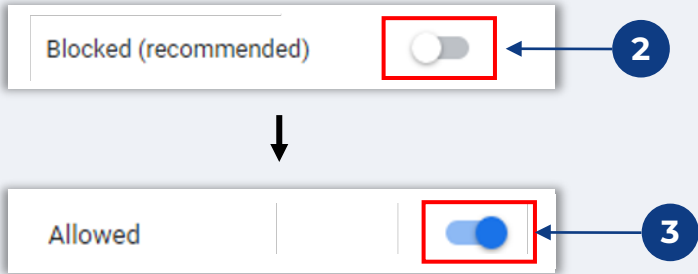
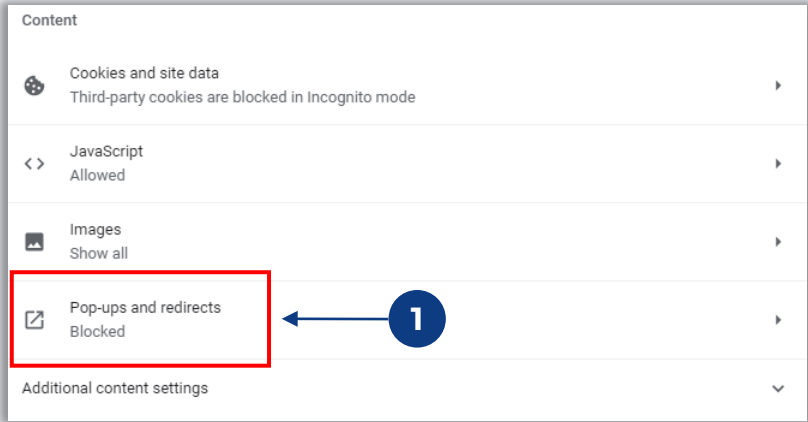
Step 2

Go to “Privacy and Security”, and then select “Site Settings.”



Step 3

Select “Pop-up and Redirects.” Click the button so that it turns blue and the status changes from “Blocked” to “Allowed.”





CALIFORNIA VENUES GRANT PROGRAM

This Program is funded by the State of California and administered by CalOSBA.

A photograph of a stage setup with a complex arrangement of blue and red stage lights. The lights are mounted on trusses and create a series of intersecting beams across the stage. In the background, a drum set and other stage equipment are visible. The floor is reflective, showing the light beams.

THE APPLICATION PROCESS

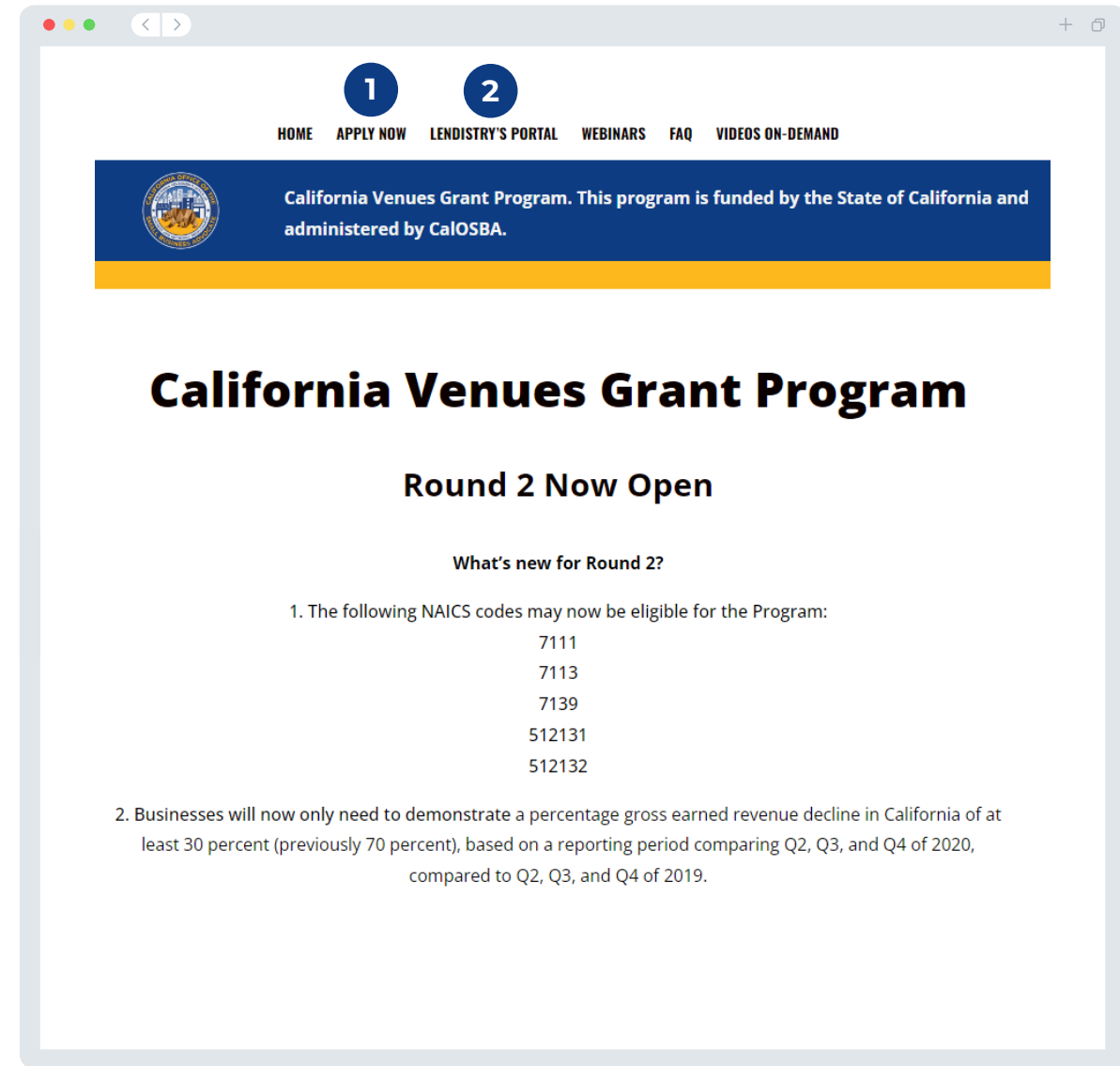
Where to Apply

To apply for a grant, please visit the Program's website at <https://cavenuesgrant.com/>.

- 1 To start a new application, select **"Apply"** from the menu. You will be redirected to Lendistry's Application Portal.
- 2 You will be able to access and manage your application at any time by clicking **"Lendistry's Portal."**

The California Venues Grant Program website also contains various resources to help guide you through the entire application process. Resources include:

- Guidelines for the Program
- Program and Application Guide
- Applicant Certification Download
- List of Webinars
- Call Center Number and Hours
- Videos-on-Demand
- FAQ



Create a Portal Account

Before you can start a new application, you will need to create an account for Lendistry's Portal.

How to Create a Lendistry Portal Account

Step 1

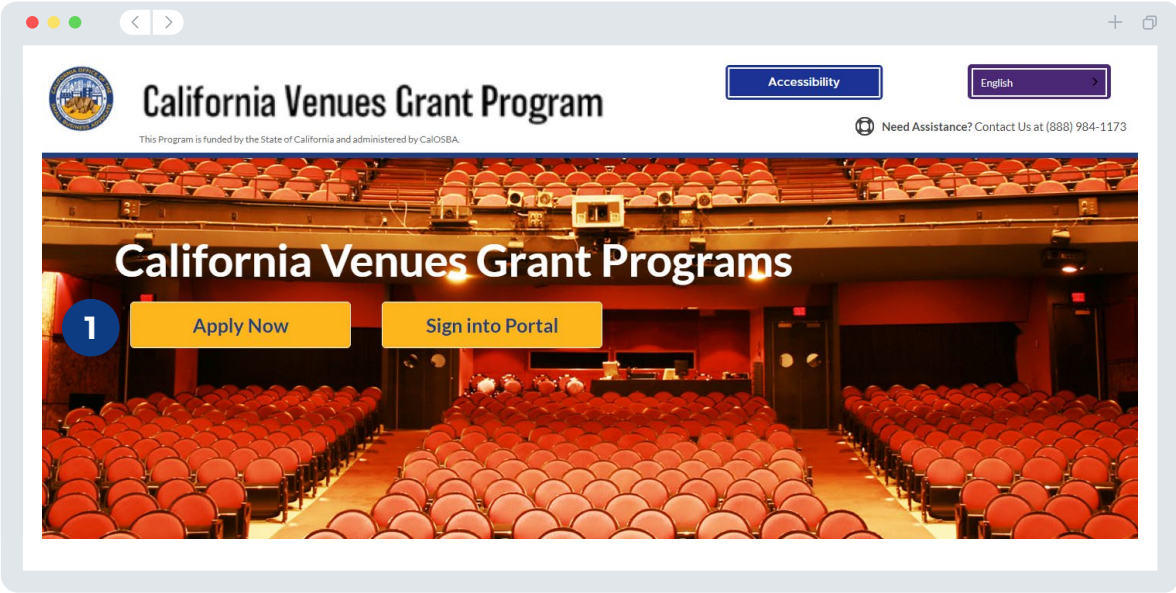
Click “**Apply Now**” to create an account.

Step 2

Register your email address and phone number. **The email and password you register here will be your login credentials for the Portal**, so it is very important that you make note of them. **You will also need to use a working mobile number that can receive SMS/text.**

Step 3

A **confirmation code** will be sent to you via SMS/Text, which you need to complete your account registration. To protect your privacy and the information you provide, you will also need a confirmation code every time you log into the Portal. Data and messaging rates may apply.



2

Register your email and phone number.

3

Enter the confirmation code.

Section 1: Officer Details

Let's discuss owner details for your business.

- Owner/Officer First Name
- Owner/Officer Last Name
- Owner/Officer Email
- Residential Address Line 1 (P.O. Box not acceptable)
- Residential Address Line 2 (P.O. Box not acceptable)
- Residential City
- Residential State
- Residential Zip Code
- Owner/Officer Date of Birth
- Owner/Officer Social Security or Individual Taxpayer Number (SSN or ITIN)¹
- Percentage of Ownership (%)
- Referral Partner²
- Owner/Officer Preferred Phone Number
- SMS/Text Policy³

¹Required to make sure applicant is not on the OFAC list.

²The referral partner you choose will not affect your application.

³Check the box if you would like to receive updates on your application during the review process via SMS/Text.

Officer Details

Business Info - 1

Business Info - 2

Demographics

Disclosure Q&A

Verify Identity

Bank Info

Upload Docs

Let's discuss owner details for your business

We want to get to know you. Please fill out the information below:

<div>Owner/Officer First Name *</div> <div><div></div></div>	<div>Owner/Officer Last Name *</div> <div><div></div></div>
<div>Owner/Officer Email *</div> <div><div></div></div>	<div>Residential Address Line 1 (P.O. Box not acceptable) *</div> <div><div></div></div>
<div>Residential Address Line 2 (P.O. Box not acceptable)</div> <div><div></div></div>	<div>Residential City *</div> <div><div></div></div>
<div>Residential State *</div> <div><div></div></div>	<div>Residential Zip Code *</div> <div><div></div></div>
<div>Owner/Officer Date of Birth *</div> <div><div>Month</div><div>▼</div><div>Day</div><div>Year</div></div>	<div>Owner/Officer Social Security or Individual Taxpayer Number (SSN or ITIN) *</div> <div><div>XXX-XX-XXXX</div></div>
<div>Percentage of Ownership (%) *</div> <div><div></div></div>	<div>Referral Partner *</div> <div><div>Select an option</div><div>▼</div></div>
<div>Owner/Officer Preferred Phone Number *</div> <div><div>+1-__-__-__</div></div>	<div><input type="checkbox"/> I accept the SMS/Text Policy.</div>

Save and Continue Later

Submit Ownership and Continue

Section 2: Business Info - 1

Tell us about your company.

- Legal Business Name
- Doing Business As (DBA) - (Type N/A if your business does not have a DBA.)
- Does your business have an Employer Identification Number (EIN)?
- Business Address Line 1 (Please enter physical address of business)
- Business Address Line 2 (Please enter physical address of business)
- Business City
- Business State
- Business Zip Code
- Business Phone Number
- Are you a Non-Profit or For-Profit business?
- Business Entity Type
- State of Formation
- Date Business Established
- Business Website URL - (Type N/A if your business does not have a website.)

The screenshot shows a web application window with a navigation bar at the top containing tabs: Officer Details, Business Info - 1 (active), Business Info - 2, Demographics, Disclosure Q&A, Verify Identity, Bank Info, and Upload Docs. The main heading is 'Tell us about your company' with the subtext 'We want to get to know you.' The form contains the following fields:

- Legal Business Name *
- Doing Business As (DBA) - (Please type N/A if not applicable) *
- Does your business have an EIN? * (Dropdown menu: Select an option)
- Business Address Line 1 (Please enter physical address of business) *
- Business Address Line 2 (Please enter physical address of business)
- Business City *
- Business State *
- Business Zip Code *
- Business Phone Number * (+1-__-__-__)
- Are you a Non-Profit or For-Profit business? * (Dropdown menu: Select an option)
- Business Entity Type * (Dropdown menu: Select an option)
- State of Formation * (Dropdown menu: Select an option)
- Date Business Established * (Month, Day, Year)
- Business Website URL - (Please type N/A if not applicable) *

At the bottom right, there are two buttons: 'Save and Continue Later' and 'Continue'.



Section 3: Business Info - 2

How can we help you?

- Primary Use of Grant
- Amount Requested
- Annual Gross Receipts for 2019 (this should match your tax return)
- Will this grant create new jobs?
- # of Full-time Employees (2020)
- # of Part-time Employees (2020)
- # of Jobs Created (2020)
- # of Jobs Retained (2020)

Officer DetailsBusiness Info - 1Business Info - 2DemographicsDisclosure Q&AVerify IdentityBank InfoUpload Docs

How can we help you?

Primary Use of Grant
Select an option

Amount Requested

Annual Gross Receipts for 2019 (this should match your tax return)

Will this grant create new jobs?
Select an option

of Full-time Employees (2020)

of Part-time Employees (2020)

of Jobs Created (2020)

of Jobs Retained (2020)

Save and Continue LaterContinue

Section 4: Demographics

Tell us about your company.

- Who is your customer base?¹
- NAICS code
- Women-Owned¹
- Veteran-Owned¹
- Disabled-Owned¹
- Applicant Race¹
- Applicant Ethnicity¹
- Franchise
- Rural¹

¹For demographic data only. Your response will not affect the review process for your application.

Officer DetailsBusiness Info - 1Business Info - 2DemographicsDisclosure Q&AVerify IdentityBank InfoUpload Docs

Tell us about your company

We want to get to know you.

Who is your customer base?

Select an option

NAICS code

Select an option

Women-Owned

Select an option

Veteran-Owned

Select an option

Disabled-Owned

Select an option

Applicant Race

Select an option

Applicant Ethnicity

Select an option

Franchise

Select an option

Rural

Select an option

Save and Continue Later

Continue

Section 5: Disclosure Q&A

A few more questions to help determine your eligibility

- Does the individual or entity operate an “eligible venue”? For the purposes of this Program, an “eligible venue” is defined as one that meets the following characteristics:
 1. A defined performance and audience space;
 2. Mixing equipment, a public address system, and a lighting rig;
 3. Engages one or more individuals to carry out not less than two of the following roles:
 1. A sound engineer
 2. A booker,
 3. A promoter,
 4. A stage manager,
 5. Security personnel, and/or
 6. A box office manager
 4. Is one of the three highest revenue-grossing entities, locations, or franchises associated with the applicant.
 5. For a venue owned or operated by a nonprofit entity that produces free events, such events are produced and managed primarily by paid employees, not by volunteers.
- As a principal business activity, do you organize, promote, produce, manage, or host live concerts, comedy shows, theatrical productions, or other events by performing artists at an eligible venue where both of the following take place: (a) a cover charge through ticketing or front door entrance fee is applied, and (b) performers are paid?

Continued next page.

Officer DetailsBusiness Info - 1Business Info - 2DemographicsDisclosure Q&AVerify IdentityBank InfoUpload Docs

A few more questions to help determine your eligibility

We want to get to know you.

Does the individual or entity operate an “eligible venue”? For the purposes of this Program, an “eligible venue” is defined as one that meets the following characteristics:

1. A defined performance and audience space;
2. Mixing equipment, a public address system, and a lighting rig;
3. Engages one or more individuals to carry out not less than two of the following roles:
 1. A sound engineer
 2. A booker,
 3. A promoter,
 4. A stage manager,
 5. Security personnel, and/or
 6. A box office manager
4. Is one of the three highest revenue-grossing entities, locations, or franchises associated with the applicant.
5. For a venue owned or operated by a nonprofit entity that produces free events, such events are produced and managed primarily by paid employees, not by volunteers.

As a principal business activity, do you organize, promote, produce, manage, or host live concerts, comedy shows, theatrical productions, or other events by performing artists at an eligible venue where both of the following take place: (a) a cover charge through ticketing or front door entrance fee is applied, and (b) performers are paid?

Select an option

Select an option

Section 5: Disclosure Q&A

A few more questions to help determine your eligibility

- Do you generate at least 70 percent of the earned revenue of the individual or entity that through cover charges or ticket sales, production fees or production reimbursements, or the sale of event beverages, food, or merchandise?
- Are you an individual or entity that, as a principal business activity, makes tickets to events available for purchase by the public an average of not less than 30 days before the date of the event, for which performers are paid an amount that is based on a percentage of sales, a guarantee in writing or standard contract, or another mutually beneficial formal agreement?
- As a principal business activity, do you organize, promote, produce, manage, or host live sporting events at an eligible venue where both of the following take place: (a) a cover charge through ticketing or front door entrance fee is applied; and (b) performers are paid?
- Are you a major league or professional sports team or club, or are you owned by a major league or professional sports team or club?
- Is the individual or entity a publicly traded corporation, or majority owned and controlled by a publicly traded corporation?
- Does the individual or entity own or operate entities in more than five states or in another country, or is it owned by an entity that owns or operates entities in more than five states or in another country?
- Do you prepare your own business tax returns?
- Does the individual or entity generate more than or equal to 75 percent of its gross earned revenue in California?
- Did the individual or entity have at least a 30% drop in gross earned revenue in California between 2019 and 2020?
 - If yes:
 1. Gross Earned Revenue in California in Q2, Q3 & Q4 of 2019?
 2. Gross Earned Revenue in California in Q2, Q3 & Q4 of 2020?

The screenshot shows a web application interface for the California Venues Grant Program. At the top, there is a navigation bar with tabs: Officer Details, Business Info - 1, Business Info - 2, Demographics, Disclosure Q&A (which is highlighted), Verify Identity, Bank Info, and Upload Docs. Below the navigation bar, the form contains several questions with dropdown menus for answers. The questions are: 1. Do you generate at least 70 percent of the earned revenue of the individual or entity that through cover charges or ticket sales, production fees or production reimbursements, or the sale of event beverages, food, or merchandise? 2. Are you an individual or entity that, as a principal business activity, makes tickets to events available for purchase by the public an average of not less than 30 days before the date of the event, for which performers are paid an amount that is based on a percentage of sales, a guarantee in writing or standard contract, or another mutually beneficial formal agreement? 3. As a principal business activity, do you organize, promote, produce, manage, or host live sporting events at an eligible venue where both of the following take place: (a) a cover charge through ticketing or front door entrance fee is applied; and (b) performers are paid? 4. Are you a major league or professional sports team or club, or are you owned by a major league or professional sports team or club? 5. Is the individual or entity a publicly traded corporation, or majority owned and controlled by a publicly traded corporation? 6. Does the individual or entity own or operate entities in more than five states or in another country, or is it owned by an entity that owns or operates entities in more than five states or in another country? 7. Do you prepare your own business tax returns? 8. Does the individual or entity generate more than or equal to 75 percent of its gross earned revenue in California? 9. Did the individual or entity have at least a 30% drop in gross earned revenue in California between 2019 and 2020? 10. Gross Earned Revenue in California in Q2, Q3 & Q4 of 2019? 11. Gross Earned Revenue in California in Q2, Q3 & Q4 of 2020? At the bottom of the form, there are two buttons: 'Save and Continue Later' and 'Continue'.

Officer Details Business Info - 1 Business Info - 2 Demographics Disclosure Q&A Verify Identity Bank Info Upload Docs

Do you generate at least 70 percent of the earned revenue of the individual or entity that through cover charges or ticket sales, production fees or production reimbursements, or the sale of event beverages, food, or merchandise?

Select an option

Are you an individual or entity that, as a principal business activity, makes tickets to events available for purchase by the public an average of not less than 30 days before the date of the event, for which performers are paid an amount that is based on a percentage of sales, a guarantee in writing or standard contract, or another mutually beneficial formal agreement?

Select an option

As a principal business activity, do you organize, promote, produce, manage, or host live sporting events at an eligible venue where both of the following take place: (a) a cover charge through ticketing or front door entrance fee is applied; and (b) performers are paid?

Select an option

Are you a major league or professional sports team or club, or are you owned by a major league or professional sports team or club?

Select an option

Is the individual or entity a publicly traded corporation, or majority owned and controlled by a publicly traded corporation?

Select an option

Does the individual or entity own or operate entities in more than five states or in another country, or is it owned by an entity that owns or operates entities in more than five states or in another country?

Select an option

Do you prepare your own business tax returns?

Select an option

Does the individual or entity generate more than or equal to 75 percent of its gross earned revenue in California?

Select an option

Did the individual or entity have at least a 30% drop in gross earned revenue in California between 2019 and 2020?

Select an option

Gross Earned Revenue in California in Q2, Q3 & Q4 of 2019?

Select an option

Gross Earned Revenue in California in Q2, Q3 & Q4 of 2020?

Select an option

Save and Continue Later Continue

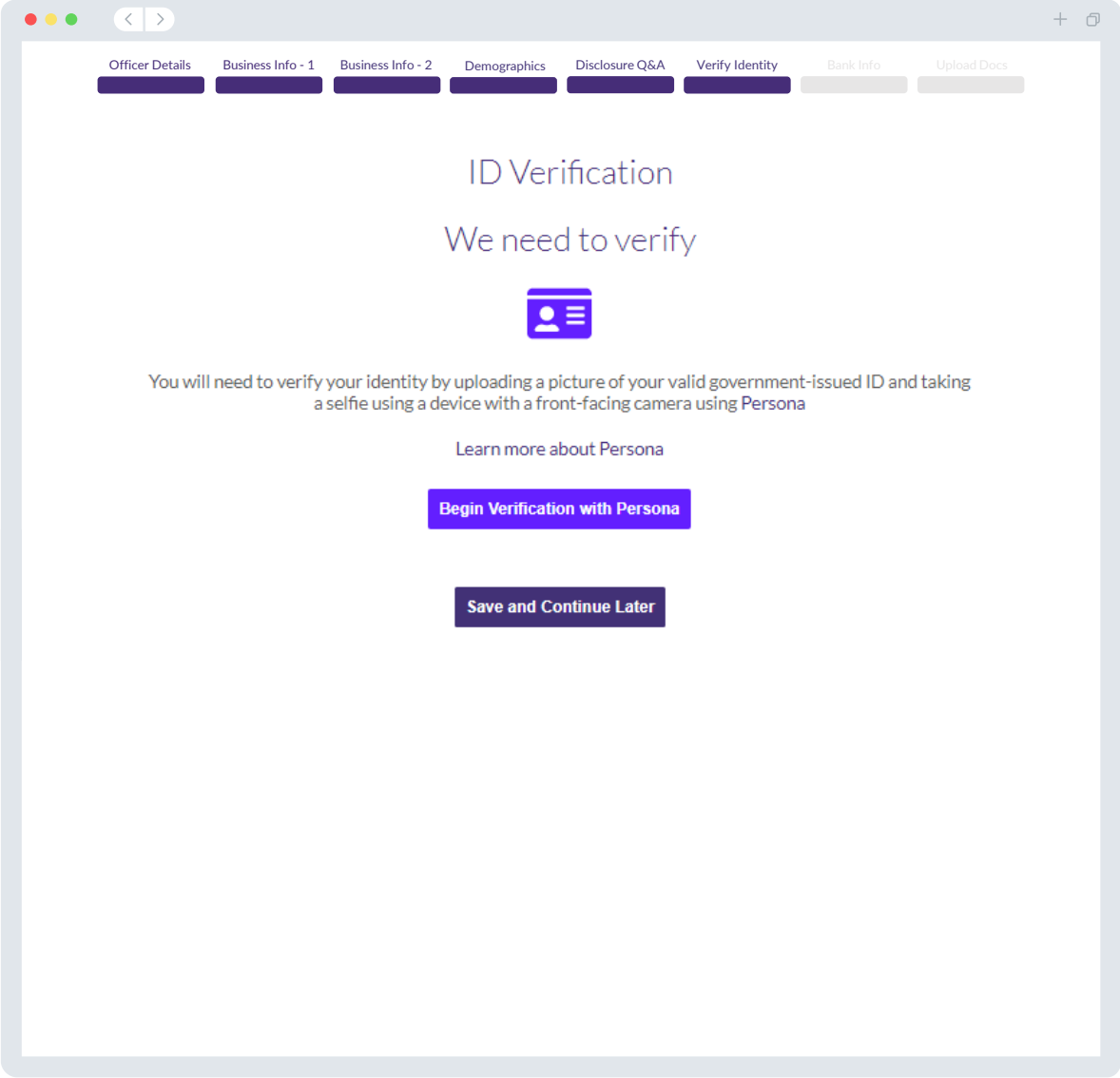
Section 6: Verify Identity

In this section, you will need to verify your identity using Persona by uploading a picture of your valid government-issued ID. You will also need to take a selfie using a device with a front-facing camera.

Review pages [26-28](#) for best practices to successfully complete Persona.

What is Persona?

Persona is a third-party platform utilized by Lendistry in its fraud prevention and mitigation process. The Persona platform enables Lendistry to verify an individual's identity and protect against identity spoofing by automatically comparing the individual's selfie to their ID portrait with a 3-point composite and biometric liveness checks.

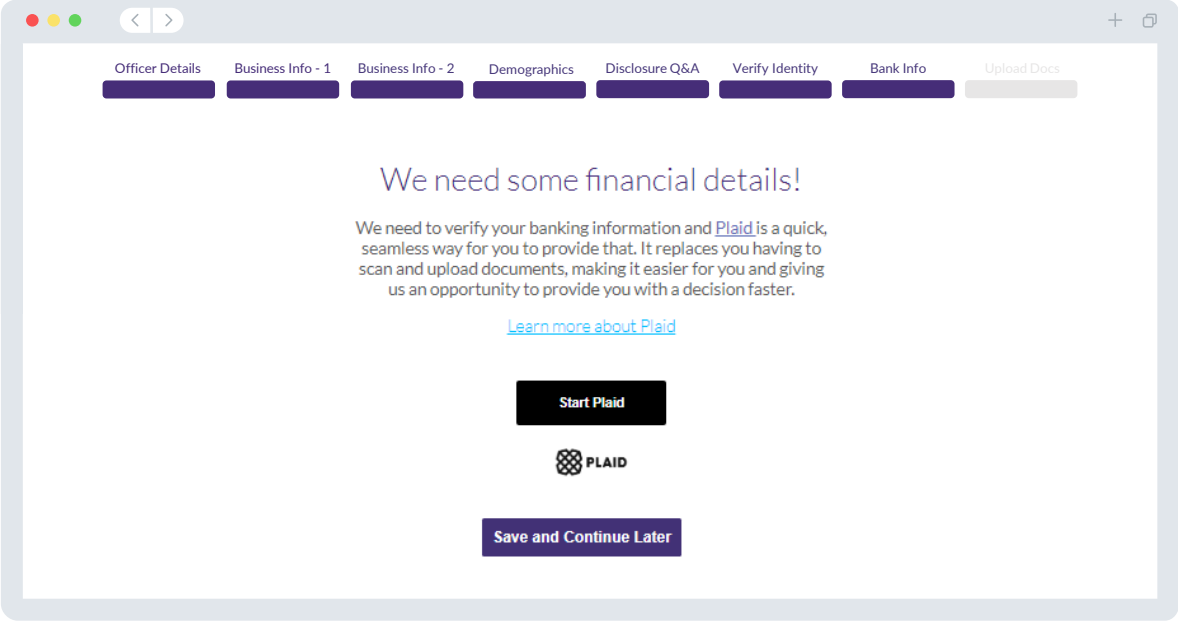


Section 7: Bank Info

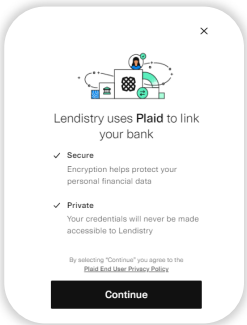
Why is your banking information needed?

Lendistry uses a third-party technology (Plaid) to set up ACH transfers by connecting accounts from any bank or credit union in the U.S. to an app like Lendistry’s Portal. The third-party does not share your personal information without your permission and does not sell or rent it to outside companies. Lendistry uses this technology only to verify your bank statements.

This method of bank verification is preferred but will not always work if your banking institution is not available through the provider. In this case, you can verify your bank account by reaching out to Lendistry at 888-984-1173.

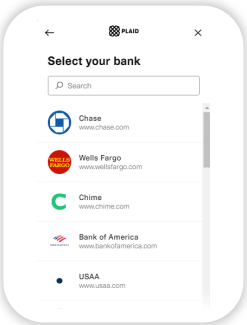


1



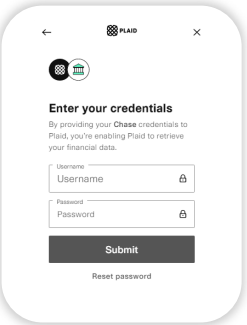
Continue to Plaid.

2



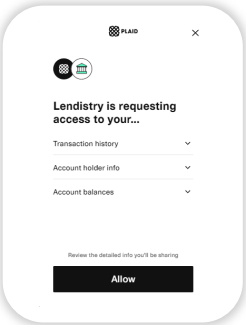
Locate your banking institution.

3



Sign into your online banking account.


4





Confirm permission.

Section 8: Upload Docs

Step 1

Select the upload  icon to locate the document file on your device or drag and drop the file onto the icon.

Step 2

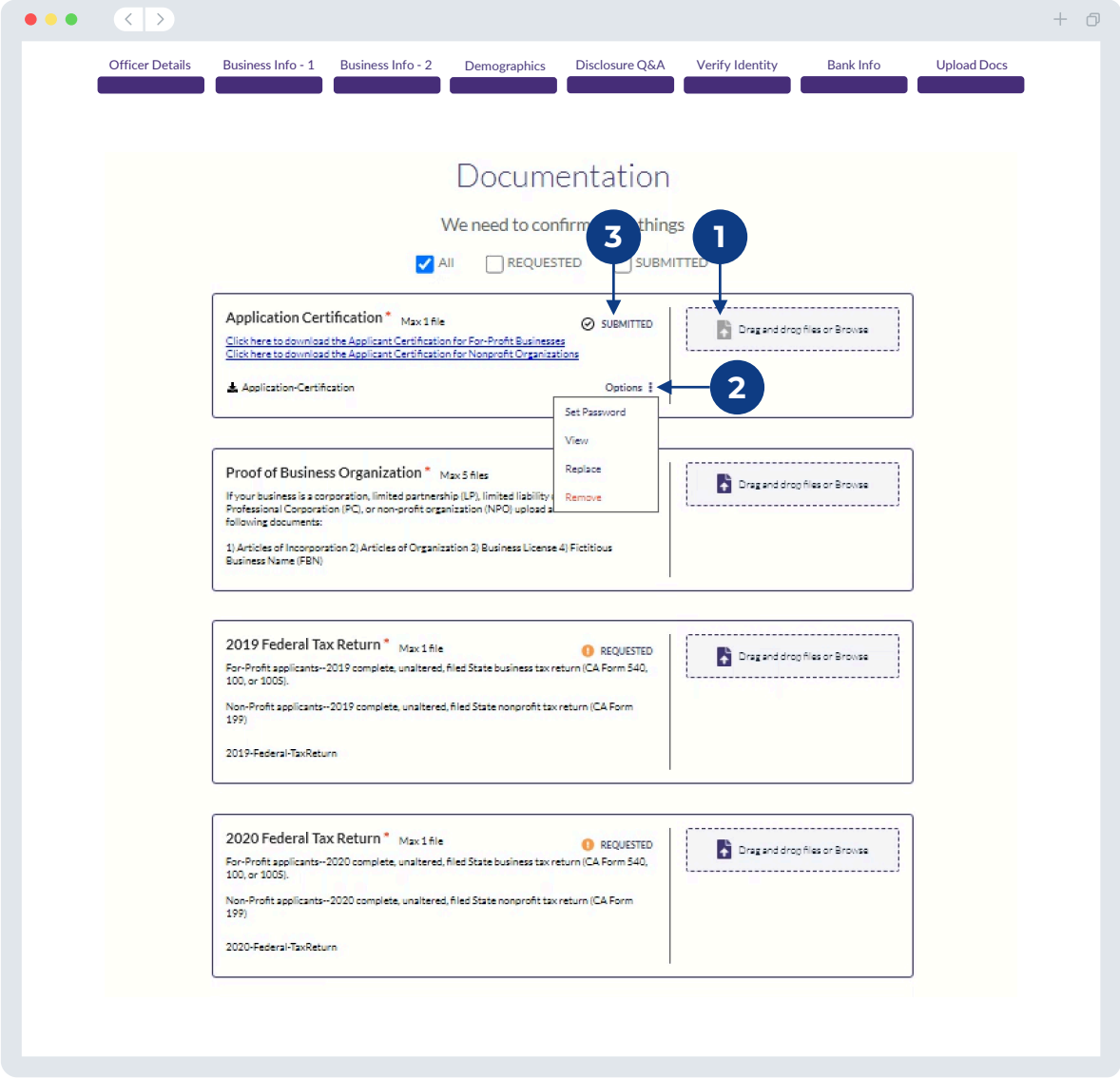
If your file requires a password to be viewed, click on the three dots  next to “Options” and select “Set Password” to enter the password. You can also click on the three dots  to view, replace, or delete the file.

Step 3

Once your file has been uploaded, its status will change from  “Requested” to  “Submitted.”

Step 4

Repeat the steps above until all required documents have been uploaded.



Section 9: Review Your Application Before Submission

Before submitting your application, review all your responses and documentation for accuracy. **Once you submit your application, you will NOT be able to make edits.**

For your application to be reviewed by Lendistry, you must submit a complete application that includes:

1. All fields in the application form completed;
2. All required documents uploaded;
3. Your bank account connected via Plaid; and
4. Your identity verified via Persona.

Reviewing Your Application

1. If you need to edit your application, click on **“I have some edits!”** and fix all errors.
2. Read [Lendistry’s Terms and Conditions](#) and check the box to agree.
3. If you would like to review and submit your application later, click on **“Save and Come Back Later.”** You can sign into the Portal at any time to complete your application and check for status updates.
4. After you have reviewed your application and confirmed that all information you have provided is accurate, click on **“Everything is Good, Submit Application”** to submit your application.

The screenshot shows the Lendistry application review interface. At the top, there is a progress bar with tabs: Officer Details, Business Info - 1, Business Info - 2, Demographics, Disclosure Q&A, Verify Identity, Bank Info, and Upload Docs. The main heading is "Do you need to change anything?" followed by the instruction "Please review your application and ensure all information is correct. Once the application is submitted, only the Financial Info & Uploaded Docs can be edited." Below this is a section titled "Uploaded Docs" containing a table of document statuses:

Application Certification SUBMITTED	Proof of Business Organization SUBMITTED
2019 Federal Tax Return SUBMITTED	2020 Federal Tax Return SUBMITTED
2019 California Tax Return SUBMITTED	2020 California Tax Return SUBMITTED
Interim Financial Statements - Q2, Q3, & Q4 for 2019 SUBMITTED	Interim Financial Statements - Q2, Q3, & Q4 for 2020 SUBMITTED
Board Resolution REQUESTED	Proof of Tax Exemption (NPOs) REQUESTED

Numbered callouts indicate the following actions:

- 1**: Points to the "I have some edits!" button.
- 2**: Points to the checkbox for agreeing to terms and conditions.
- 3**: Points to the "Save and Come Back Later" button.
- 4**: Points to the "Everything is Good, Submit Application" button.

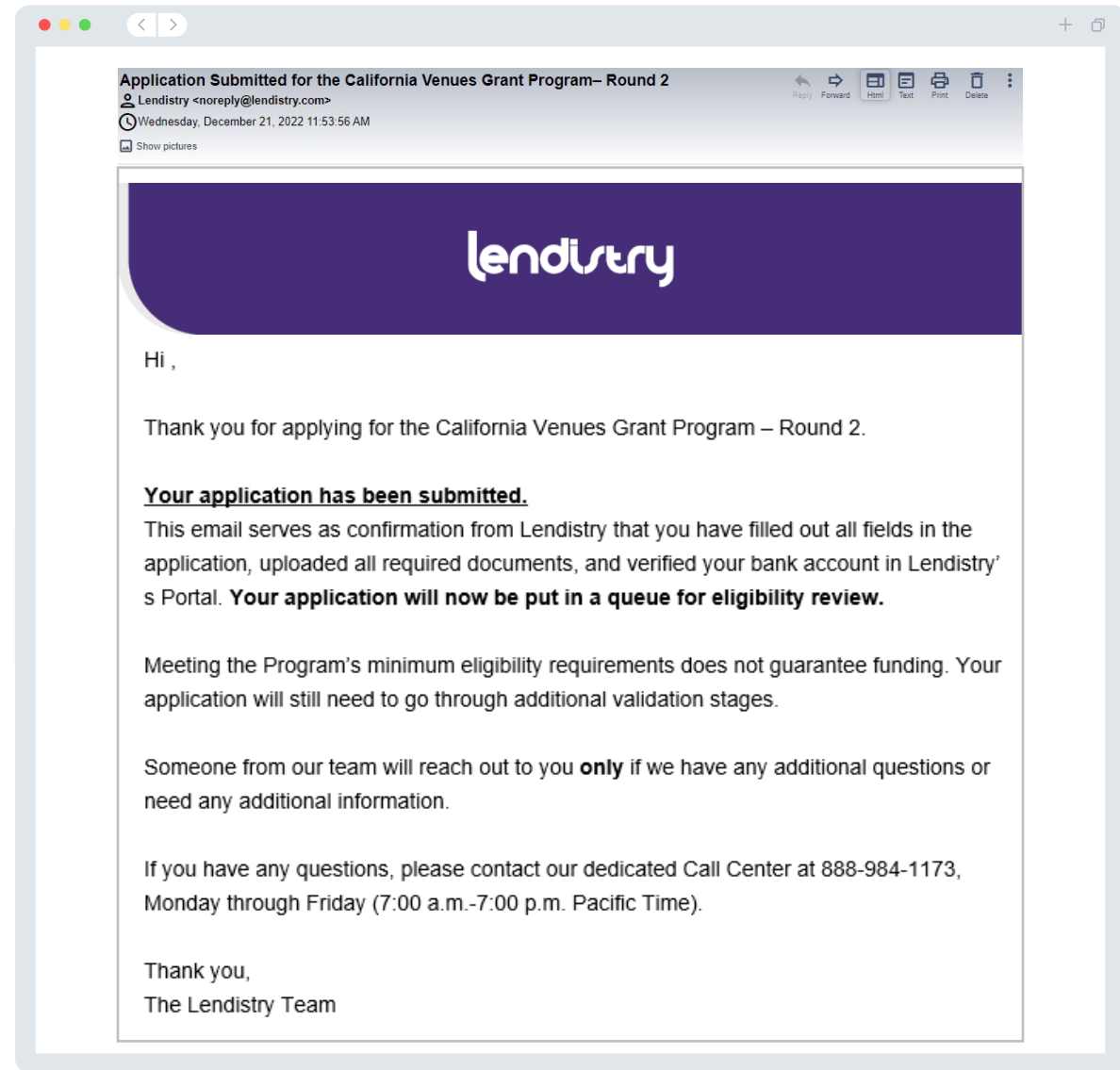


Application Submission

You will receive a confirmation email from Lendistry at noreply@lendistry.com to confirm your application has been received. If you did not receive a confirmation email after submitting your application, please check your spam folder for emails from noreply@lendistry.com and add the email address to your email account's safe sender list.

If more information or documents are needed, Lendistry may contact you by email, phone, and/or text (if authorized) to verify the information you submitted. **You must respond to all requests to keep your application in the review process.** To avoid disruptions in the review process, please be sure to look out for communication from Lendistry and make sure you have all required documents readily available.

TIP: Place "Lendistry" in the search bar of your email.





CALIFORNIA VENUES GRANT PROGRAM

This Program is funded by the State of California and administered by CalOSBA.

THE REVIEW PROCESS



The Review Process

How will I know if I was awarded a grant?

The application process for this program contains multiple stages of validation. You must first meet the program's minimum eligibility requirements in order to be considered for a grant. **Important Note: Meeting the minimum eligibility requirements does not guarantee a grant award.**

Once you are determined to be eligible for this program, your application will then go through final validation to determine if you are approved or declined for funding. As part of this validation process, **you will be required to confirm certain information live over the telephone**. A member of Lendistry's team will reach out to you directly to complete this process.

Once your application is fully validated, you will receive an email from Lendistry to notify you if you have been approved or declined for grant funding.

How do I check the status of my application?

You can check the status of your application at any time by signing into Lendistry's Portal using the username, password, and mobile number that you registered. Once signed in, the status will appear on the dashboard.

Sign into Lendistry's Portal here: cavenues.mylendistry.com/landing

My documents and bank information has been fully validated and I have been approved for funding. When will I receive funding?

Once your application has been fully validated and approved for grant funding, your grantee agreement and W-9 form will become available to you as a **DocuSign document** in Lendistry's Portal. Please sign in and follow the instructions from DocuSign to initial, sign, and date both documents.

Sign into Lendistry's Portal here: cavenues.mylendistry.com/landing

Important Note: Your funds will not be released until this is complete.





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Call Center
888-984-1173

Monday – Friday
7:00 a.m.- 7:00 p.m. PST

Quick Links:

[Program Overview](#)

[Definitions](#)

[Ineligible Businesses](#)

[Eligible Uses of Funds](#)

[Required Documents](#)

[How to Complete the Application Certification](#)

[Example of Required Documents](#)

[Tips for Applying](#)

[The Application Process](#)

[The Review Process](#)

