



KC-10

ARP Application - Kanawha County

Status: Active

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Applicant

Linda Kelly
sales@andrewsfloorcovering.com
505 Central Ave
Charleston, West Virginia 25302
3043435586

Certification

Digital Signature

Linda Mann Kelly
08/16/2021

Contact Information

Organization Name

Andrews Floor and Wall Covering

Address

505 Central Avenue Charleston, WV 25302

Phone Number

3043435586

Email Address

linda@andrewsfloorcovering.com

Project Summary

1. Brief description of the proposal

The on-going pandemic of 2020 has created a financial nightmare for Andrews Floor and Wall Covering Company. The loss of revenue due to the mandated closure was over \$80,000 for 2020. The recovery has been slow with significant "ups and downs" for 2021. Our goals are simple: 1. Stay open 2. keep our 10 employees employed 3. Pay our bills. It is a known fact that costs of materials, fuel, health/dental insurance, utilities, and other operating costs continue to increase. This burden with an already "financially stressed" situation is getting very difficult to manage and overcome. In addition to the above mentioned ever increasing costs, because of PPP and the Retention

Employee Credit opportunities, accounting services to obtain these federal funds/credit have more than doubled. Another added expense due to Covid has been extra cleaning supplies, plexiglass protection at customer service desk, and PPE. Small businesses cannot stay on this path of uncertainty which seems to result in a "Catch-22" situation. (One step forward and two steps back scenario) Still, yet another true factor is the situation of employees getting sick, quarantine requirements, etc; which results in time-loss on performing job responsibilities. Job time loss equates to loss revenue.

2. Purpose and key anticipated outcomes

American Rescue Plan has many purposes within this legislation and small businesses are only part of the massive act. If awarded, these funds would be spread out over a 6-month period to assist us in stabilizing our small local family business. Obviously, this award would help off-set increased operating costs which in turn would support employee expenses such as payroll, benefits, and other associated costs.

Our goals are simple: Stay open, retain our 10 employees and pay our bills.

3. Individuals or communities served

Andrews Floor and Wall Covering is a staple in the West Side Community as we have been here for over 70 years and the longevity only betters the community. Andrews also employs 10-12 people and their families whom have worked for Andrews for decades. If Andrews is forced to close due to this financially stressful situation, it would be a major loss for this community and its patrons.

4. How the COVID-19 pandemic has necessitated this request

The on-going pandemic of 2020 has created a financial nightmare for Andrews Floor and Wall Covering Company. The loss of revenue due to the mandated closure was over \$80,000 for 2020. The recovery has been slow with significant "ups and downs" for 2021. Our goals are simple: 1. Stay open 2. keep our 10 employees employed 3. Pay our bills. It is a known fact that costs of materials, fuel, health/dental insurance, utilities, and other operating costs continue to increase. This burden with an already "financially stressed" situation is getting very difficult to manage and overcome. In addition to the above mentioned ever increasing costs, because of PPP and the Retention Employee Credit opportunities, accounting services to obtain these federal funds/credit have more than doubled. Another added expense due to Covid has been extra cleaning supplies, plexiglass protection at customer service desk, and PPE. Small businesses cannot stay on this path of uncertainty which seems to result in a "Catch-22" situation. (One step forward and two steps back scenario) Still, yet another true factor is the situation of employees getting sick, quarantine requirements, etc; which results in time-loss on performing job responsibilities. Job time loss equates to loss revenue.

5. Amount of funding requested

35,500

7a. Amount of matching funds raised or committed by your organization

0

7b. Source of matching funds raised or committed by your organization

0

8. How ARP funds, if awarded, will be used

If awarded, the "rescue fund" will provide 6 months of financial need and support.

9. How long it will take you to complete the project if awarded funding

6 months

Proposal Details

1. Please describe the problem or need which your project seeks to address

To assist Andrews Floor Covering in stabilizing an immediate economic need by off-setting increased operating costs.

2. Please describe goals and expected outcomes of your proposal.

Our goal is simple: to stay open, retain over 10 employees and pay our bills.

3. Please provide your project timeline

If awarded, these "rescue funds" will provide 6 months of financial need and support.

4. Please provide your project's total proposed budget.

Dental/health insurance:	\$11,891.12
Fuel:	\$1,842.51
Utilities:	\$6,649.07
Internet:	\$1,549.25
Double Accounting	
Expenses due to Covid:	\$12,000.00
Total Request:	\$35,500.00

Any consideration for this award of funds would be greatly appreciated.

5. Please list any partners in this proposal, and the partner's role and your relationship with them.

none

6. Please describe your plan for sustainability of the project or initiative after the grant award has been exhausted.

If awarded these funds, then the burden of current financial obligations of increased operating costs would be alleviated and would allow for a more stable situation to continue the daily operations of Andrews Floor and Wall Covering.

Organization Information

1. Please provide your organization's mission statement.

Andrews Floor and Wall Covering Company is committed to providing the same quality materials and professional installations just as we have done for the past 70 years. We ensure to complete customer satisfaction by always guaranteeing both product and installation.

2. Describe the history of your organization, tell us about your current programs and activities

Andrews Floor and Wall Covering has been in operation since 1950, when our father, Dewey W. Mann, returned from serving as an Army Captain in WWII to establish this company as it is known today. Historically, post-World War II was a booming era in the Charleston area, for construction, chemical manufacturing, and coal mining. In 2003, our father transferred his ownership to his 3 children: Wilson, Ellen and Linda. Together, we as the 2nd generation have continued the management and operation of Andrews Floor Covering for almost 30 years. Of course, we have all seen the decline in these areas over the past 20 years, plus with the 2008 recession and now the 2020 pandemic, we are proud to have been able to sustain our family business, amidst the challenges.

3. Please describe three significant accomplishments of your organization.

1. Longevity since 1950
2. Good reputation via word of mouth and little paid for advertising
3. Customer service; 2nd to none

4. Please list your Owner(s), Board of Directors, senior staff members, or other key members of your organization:

Linda Mann Kelly, President/Secretary/Co-Owner
Ellen L. Mann, Vice-President/Treasurer/Co-Owner
Dewey W. Mann, Vice-President/Co-Owner

5. Please list the staff involved with this project and describe their roles and responsibilities:

Scott Meadows, Sales Manager
Diana Vorhees, Flooring Sales/Design Consultant
Kevin Holstine, Flooring Sales/Estimator
William Holbrook, Installer
Alex Slater, Installer
John Holbrook, Installer

7. List any federal, state, local or private grant awards or funding received in the last three years and the current status of those funds. If your organization has previously received funds from Kanawha County, please list the amount, nature of the project(s) and current status of the funding and project(s).

1st PPP: \$74,000
2nd PPP: \$74,000
City of Charleston Small Business Grant: \$5,000
Charleston Area Alliance: \$3,125
WV Small Business Grant: \$5,000
US Chamber of Commerce: \$5,000

However, these funds have been utilized already for their specific purposes.

8. If you have made an application for funding for this project from other sources (city, state, private or non-profit organizations) please list the same here.

N/A

Impact of the COVID-19 Pandemic

1. Please explain the impact of the COVID-19 pandemic and how it relates to your request.

Business Closure: March 27, 2020 - May 11, 2020

Reduction in Revenue 2020 \$-79,351 (compared to 2019)

Reduction in Revenue 2021 \$-31,561

Increased costs in fuel, utilities, health insurance, materials and other general operating costs

Community Impact: 10 employees depend on Andrews Floor Covering for jobs. Any job loss has a huge negative impact on families and community.

2. How will ARP funding, if awarded, aid in the recovery from the COVID-19 pandemic?

Funds from the American Rescue Plan will assist us in establishing financial stability for Andrews Floor Covering.

3. Are you requesting lost revenue due to COVID-19

Yes

If yes, please explain

Business Closure: March 27, 2020 - May 11, 2020

Reduction in Revenue 2020 \$-79,351 (compared to 2019)

Reduction in Revenue 2021 \$-31,561

You will see in the attached Profit/Loss Report that we are negative \$31,561 from January 1 to August 10 in 2021.

Upload supporting documentation for revenue loss

 Profit Loss Report.PDF

Uploaded by Linda Kelly on Aug 16, 2021 at 4:15 pm

Supplementary Information

1. Please enter contact information (name, email, and phone) for at least one third-party reference.

Miri Hunter, CPA

Suttle-Stalnakar

(304) 343-4126

2. Please include any supplementary information or documentation (such as letters of support, newspaper articles, etc) which you feel will be essential to the County's review.

 Letter to KC Commission.pdf

Uploaded by Linda Kelly on Aug 16, 2021 at 4:18 pm
