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## SMALL BUSINESS ASSISTANCE GRANT APPLICATION



**Kanawha County Commission**

407 Virginia Street East  
Charleston, WV 25301

For more information call 304-357-0101

2022 JUL 18 AM 9:44  
KANAWHA COUNTY  
COMMISSION

### I. APPLICANT INFORMATION

**Applicant:**

Name: MICHAEL BUCKALEW

Address: 1227 OHIO AVE

City: DUNBAR

State: WV

Zip Code: 25064

Phone: 3047681237

Email: BUCKHEADNWV@MSN.COM

- Individual
- Business Entity
- Non-profit

**Business Information:**

Name: ART'S FLOWER AND GIFT SHOP, INC.

Address: 1227 OHIO AVE DUNBAR WV 25064

Type of Ownership:

- Sole Proprietor
- Corporation
- LLC
- Nonprofit

Type of Business:

- Retail
- Business Service
- Restaurant
- Manufacturing

Other: \_\_\_\_\_

Is your business registered with SAM.gov?  Yes  No

Provide a brief description of the business that is starting or expanding. Your attached business plan can more fully explain your products or services, so please be brief but informative.

RETAIL FLORAL SHOP. IN STORE PICK UP AND DELIVERY OF FLOWERS, FRUIT BASKETS, GIFT ITEMS AND MORE.

1. How many employees does your small business employ? 4
2. In what industry is your small business? FLORAL
3. Has your small business incurred costs for COVID-19 mitigation and prevention measures? If so, describe the costs, mitigation, and prevention measures:

NO

4. How will you use the funds received from the Small Business Assistance program? (e.g., Will you hire new workers, provide on-the-job training, obtain technical assistance, support payroll, benefits, rent, utilities, or other operating costs?)

REPLACE ROOF ON BUILDING

5. Has your small business faced periods of closure as a result of the COVID-19 pandemic? If so, please describe.

YES BUSINESS WAS SHUT DOWN FOR WEEKS DURING THE PANDEMIC AS WELL AS LOSS OF REVENUE FROM EVENTS BEING CANCELLED SUCH AS WEDDINGS, PROMS, FUNERALS AND MORE

6. Has your small business experienced loss of revenue or financial hardship as a result of the result of the COVID-19 pandemic? If so, please describe.

YES. WE HAD A LOSS OF REVENUE FROM LOSING SO MUCH BUSINESS DURING THE PANDEMIC THAT WE HAD TO USE ALL THE MONEY WE HAD TO KEEP PAYROLL AND UTILITIES AND WE HAVE NOT BEEN ABLE TO RECOUP SINCE THE PANDEMIC

6. Do you intend to use your small business assistance funds for capital expenditures? If so, what capital expenditures do you intend to make and what is your time for completion of capital expenditures?

NO

7. Are you requesting funds to open a startup business? If yes, did you lose expected startup capital or face other difficulties, cost increases, or delays due to the COVID-19 pandemic? Please describe fully.

NO

## II. FINANCING NEEDS

Total Amount of Investment: \_\_\_\_\_

Total Amount of ARP Funding Request: 25000.00 \_\_\_\_\_



#### IV. NUMBER AND TYPE OF JOBS CREATED

Year One: \_\_\_\_\_

Type(s): \_\_\_\_\_

Year Two (projected): \_\_\_\_\_

Type(s): \_\_\_\_\_

**This application is being submitted with the information that is correct and complete, to the best understanding of the applicant.**

*Michael A Buckalew*  
Applicant Signature

07/14/22  
Date

Printed Name and Title: MICHAEL BUCKALEW

**ATTACHMENT: Your business plan MUST contain the following information:**

- Description of the business and its goods and/or services
- Demand for proposed for goods or services
- Target market and marketing approaches
- Amount of funding required to capitalize the business and operate with adequate cash flow
- How the ARP funds will be used including a description of the work done or equipment purchased
- Three year operating pro forma

**The ARP program requires the following information:**

- Personal financial statement
- Personal or business tax return
- Building lease if applicable

#### HOW DO I SUBMIT MY APPLICATION?

**Email the completed application to:** [kimmallory@Kanawha.us](mailto:kimmallory@Kanawha.us)

**Mail the completed application to:**

Kanawha County Commission  
Attention: Kim Mallory  
PO Box 3627, Charleston, WV 25336

**Submitted applications will be made publicly available and will be posted on the County's website.**