



Philadelphia COVID-19 Restaurant & Gym Relief Program

The Philadelphia COVID-19 Restaurant and Gym Relief Program (RGRP) is designed to provide financial relief to small businesses located in Philadelphia that have been among the most adversely affected by the latest round of pandemic-related restrictions enacted in November 2020. Eligible businesses are limited to restaurants with indoor dining, gyms, and businesses whose primary activity is indoor exercise.

The Philadelphia Department of Commerce is partnering with [PIDC](#) to administer this program.



Eligibility

Businesses must:

- Be operating as a: restaurant that has indoor dining; gym; or business whose primary activity is indoor exercise.
- Be an independently-owned and operated for-profit business or franchise.
- Occupy a storefront, retail, or commercial space physically located in Philadelphia.
- Be operating at time of application or have operated in the last 90 days and intends to be operating again within 90 days.
- Earn less than \$2 million in annual revenue, pre-COVID-19.
- Report at least a 25 percent decline in revenue from the 4th quarter of 2020 compared to the 4th quarter of 2019.
- Be in compliance with all local, state, and federal taxes, or be on an approved payment plan or can prove they are in the process of getting on a payment plan.
 - The Philadelphia Department of Revenue is [offering flexible payments plans](#) due to COVID-19.
- Have required federal, state, and local licenses and permits to legally operate.

Program Priorities

The following parameters are not required to apply for the program, but businesses that meet any of these criteria will be prioritized when evaluated. Due to limited funding, this program will prioritize businesses that:

- Are located in high poverty areas, or on neighborhood commercial corridors.
- Are minority-, woman-, or disabled-owned.
- Provide jobs to Philadelphians.
- Suffered damage in 2020 due to civil unrest.





Where & How to Apply

Eligible business owners can apply online at phila.gov/RGRP, beginning at 11 a.m. on Thursday, January 28. The deadline to submit applications is 11:59 p.m. on Tuesday, February 9.

The online application is simple and is estimated to take approximately 15 minutes to complete. It can be completed on your mobile device or computer.

All applications will be reviewed after February 9. The program is not first-come, first-served; applications will be awarded based on eligibility and alignment with program priorities.

Other questions about the Philadelphia COVID-19 Restaurant and Gym Relief Program should be directed to the Department of Commerce's Business Services hotline, which is open Monday through Friday from 9 a.m. to 5 p.m.:

Email: business@phila.gov

Phone: **215-683-2100**

What You'll Need to Apply

Business owners should gather the following information before applying:

- Basic information about your business, such as:
 - Type and structure of business.
 - Employer Identification Number (EIN), social security number of business owner, or Individual Taxpayer Identification Number (ITIN) of business owner.
 - Business Income and Receipts Tax (BIRT) account number from the City of Philadelphia.
 - Annual and quarterly revenue from 2019 and 2020.
 - Number of full-time and part-time employees, pre-COVID and currently.
- Photo(s) of your business, exterior and interior.
- If applicable, details about any damage incurred during civil unrest in 2020, including photos of all damage reported and/or a report from the Philadelphia Police Department.
- A completed and signed W-9 in PDF format. (Note: A blank W-9 for completion [can be obtained online](#).)

If You Need Assistance Applying

Various [community partners](#) can provide free assistance to businesses who may need help completing the application. This includes language translation services, technological support, and help with documenting damage to your business. These organizations can apply on your behalf, with your consent.