



Date: 2020-08-10 16:45:13  
ID Number: 132

Yonkers IDA Industrial Development Agency

### Grant/Loan Application

#### I AM APPLYING FOR

Grant

#### AMOUNT REQUESTED FOR GRANT

\$5,000.00

#### MY BUSINESS IS LOCATED IN A "HIGHLY DISTRESSED" AREA:

Yes

#### WERE YOU A FINANCIALLY VIABLE ENTITY PRIOR TO MARCH 7, 2020?

Yes

#### NUMBER OF EMPLOYEES

4

#### BUSINESS TYPE

Not For Profit

#### HAVE YOU BEEN NEGATIVELY AFFECTED BY THE COVID-19 STATE DISASTER EMERGENCY?

Yes

#### PLEASE DESCRIBE HOW YOU HAVE BEEN NEGATIVELY AFFECTED BY THE COVID-19 STATE DISASTER EMERGENCY:

As a result of the COVID disaster we, like many businesses, were closed for 4 months. This affected programming we had scheduled during this time for the community /some which would have created financial profit for us while engaging residents via the arts. We paid our full rent for these 4 months that we couldn't be onsite which feels like lost time for an organization that is in service of the community.

#### PLEASE DESCRIBE IN DETAIL THE INTENDED USE OF THE FUNDS BEING REQUESTED AND HOW THE USE OF THE FUNDS ENHANCES THE ABILITY OF THIS BUSINESS TO SURVIVE. GRANT PROCEEDS MUST BE USED FOR THE PURPOSE OF ACQUIRING PERSONAL PROTECTIVE EQUIPMENT OR INSTALLING EQUIPMENT NECESSARY TO PREVENT THE SPREAD OF COVID-19 AND WILL REQUIRE SUPPORTING INVOICES.

We will use these funds to purchase required PPE, both consumable items like masks/cleaning products as well as free standing hand sanitizer dispensers. We will also purchase folding individual work stations for art classes so that we can resume workshops for youth and adults safely and social distanced. We have already researched the cost of all these items and found the most financially modest items to successfully reopen .

#### ARE THE FUNDS BEING REQUESTED UNDER THIS PROGRAM ENOUGH FOR YOUR NEEDS?

Yes

### Business Information

#### BUSINESS NAME

Warburton Galerie

#### FEDERAL EIN NUMBER

[REDACTED]

#### BORROWING ENTITY(IF DIFFERENT FROM BUSINESS NAME)

Urban Studio Unbound

#### BUSINESS ADDRESS

16 Warburton Ave  
Yonkers, New York 10701



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United States

**WEBSITE ADDRESS**

<http://www.urbanstudiounbound.org>

**DATE BUSINESS WAS ESTABLISHED:**

09/01/2014

**NUMBER OF YEARS OPERATING IN YONKERS**

5

**TYPE OF BUSINESS**

Not For Profit Corporation

**DOES THE BUSINESS HAVE ANY JUDGEMENTS OR TAX LIENS WITHIN THE PAST 3 YEARS?**

No

**IF YES, PLEASE DESCRIBE**

**PLEASE DESCRIBE THE BUSINESS YOU CONDUCT IN YONKERS**

US+U/Warburton Galerie is an artist run arts organization. We host exhibitions that include artists from YOHO, Ludlow and the Bronx as well as Brooklyn, Queens & Manhattan and Tri-State area. We have an artist residency program which enables an artist to work onsite in a designated space for 3-6 months, ending in a solo exhibition. Artists in Residence teach two classes to local youth free of charge during their time with us. We have an credit bearing internship program which has hosted students from Westchester Community College/ and the College of Westchester. We have instructional art workshops/classes for both youth and adults. We recently completed an 8 session series funded by a Arts Westchester grant by doing the second half via zoom during the pandemic.

**PRIOR YEAR REVENUES (PLEASE USE YOUR MOST RECENT TAX FILING)**

2018

**PRIOR YEAR REVENUE**

[REDACTED]

**HAVE YOU RECEIVED FUNDING FROM THE UNITED STATES SMALL BUSINESS ADMINISTRATION PROGRAM (E.G. PAYCHECK PROTECTION PROGRAM ["PPP"] OR EMERGENCY INJURY DISASTER LOAN ["EIDL"]) OR ANY OTHER GOVERNMENT PROGRAM SINCE THE BEGINNING OF THE STATE DISASTER EMERGENCY?**

No

**IF YES, DESCRIBE THE AMOUNT OF ASSISTANCE YOU HAVE RECEIVED AND THE DATE IT WAS RECEIVED. PLEASE ALSO EXPLAIN WHY THOSE FUNDS WERE INSUFFICIENT TO MEET CONTINUING OPERATING NEEDS**

**LIST ANY AND ALL OTHER FUNDING YOU ARE CURRENTLY SEEKING OR HAVE RECENTLY BEEN AWARDED IN RESPONSE TO COVID-19, INCLUDING BUT NOT LIMITED TO BANK LOANS, SBA LOANS, PUBLIC OR PRIVATE LOANS, GRANT FUNDING, ETC.**

We applied for the Yonkers CDBG COVID grant- we didnt receive one as they focused on food service for residents.

**PLEASE DESCRIBE ANY OTHER SOURCES OF FUNDING AVAILABLE TO YOUR BUSINESS:**

We currently rely on our CDBG for basic operations and apply for grants with Arts Westchester to fund art education. Our budget is tight and doesnt have a place we can pull from for COVID supplies. This amount we are requesting will enable us to be prepared to welcome the community back and offer much needed relief from stress and trauma through art workshops/classes. Thank you for your time and consideration!



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**Applicant Contact Information**

**PRIMARY NAME OF CONTACT**

[Redacted]

**TITLE**

Curator/Co-Director

**PHONE NUMBER**

[Redacted]

**EMAIL ADDRESS**

[Redacted]

**PRINCIPAL/OWNER INFORMATION**

**PRINCIPAL/OWNER FULL NAME**

melissa starke

**PERCENTAGE OF BUSINESS OWNED**

n.a

**ADDRESS**

[Redacted]

**CITY**

[Redacted]

**STATE**

[Redacted]

**HOME PHONE**

[Redacted]

**CELL PHONE**

[Redacted]

**EMAIL**

[Redacted]

**DATE OF BIRTH**

[Redacted]

**SSN/EIN**

[Redacted]

**TOTAL HOUSEHOLD INCOME**

[Redacted]

**HOUSEHOLD SIZE**

[Redacted]

**IS THERE AN ADDITIONAL PRINCIPAL/OWNER?**

No

**IF YES, PLEASE LIST**

[Redacted]

**Additional Information**

**IS THE PRINCIPAL PLACE OF BUSINESS WITHIN YONKERS?**

Yes

**HAS THE COVID-19 CRISIS RESULTED IN A DECLINE OF REVENUE FOR YOUR BUSINESS?**

Yes

**PLEASE DESCRIBE**

We lost income made on bi monthly adult life drawing/and loss of sales for artists while closed.

**IS YOUR PLAN TO REMAIN IN OPERATION OR TO RE-OPEN THE BUSINESS AFTER ANY MANDATED CLOSURES AND/OR SOCIAL DISTANCING IS RELAXED?**



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Yes

**IS YOUR BUSINESS OPEN NOW?**

Yes

**HAVE YOU FILED THE LAST TWO YEARS TAX RETURNS FOR YOUR BUSINESS?**

Yes

**DO YOU OWE SALES OR PAYROLL TAX TO NYS?**

No

**IF YES, PLEASE DESCRIBE**

**DO YOU OWN OR RENT THE PROPERTY IN WHICH YOU OPERATE YOUR BUSINESS?**

Rent

**WHERE IS YOUR BUSINESS LOCATED?**

Storefront

**HAVE YOU APPLIED, AND BEEN APPROVED, FOR ANY OTHER GRANTS OR LOANS RELATED TO COVID-19 RELIEF?**

Yes

**REPRESENTATIONS AND WARRANTIES**

**LOAN APPLICANTS ONLY**

**NUMBER OF FTE JOBS TO BE RETAINED**

**GRANT APPLICANTS ONLY**

• I hereby represent, warrant and certify to the YIDA that I shall use the funds received by the YIDA for the purpose of acquiring personal protective equipment or installing fixtures necessary to prevent the spread of novel coronavirus during the period in which the state disaster emergency is in effect.

• I hereby represent, warrant, and certify to the YIDA that I shall not receive more than \$10,000 in grants, collectively, from Industrial Development Agencies during the state disaster emergency.

**BY SUBMITTING THIS APPLICATION**

- I/We authorize the YIDA to obtain any information relating to my/our credit worthiness from any source, including a credit reporting agency, at any time during the loan application process or while any balance is outstanding.
- I/We hereby certify that the foregoing is true and complete to the best of my/our knowledge and belief.
- I have submitted the required additional documentation below.



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- I acknowledge that the YIDA will rely on the representations made herein when acting on this application and hereby represent that the statements made herein do not contain any untrue statement of a material fact and do not omit to state a material fact necessary to make the statements contained herein not misleading.
- I hereby release YIDA and the members, officers, servants, agents and employees thereof and agree that the YIDA shall not be liable for, and I agree to indemnify, defend, pay and hold the YIDA harmless from and against any and all liability arising from or expense incurred by the YIDA concerning the loan application process.
- 1. I certify that all information provided in this application is true and correct to the best of my knowledge. I further understand that any false statements or information provided in this application or directly to representatives of YIDA may result in the denial of this application or forfeiture of any funds awarded to the applicant, which YIDA reserves the right to recoup through legal proceedings and for which the applicant shall be responsible for costs and attorney's fees if judgment is awarded to YIDA.
- I acknowledge that YIDA has the sole and absolute discretion as well as the final decision-making authority with respect the granting or denial of all applications submitted to this program. Such decisions are final and not subject to challenge in any forum.

**Please upload the following documents below**

**2019 BUSINESS TAX RETURNS (OR MOST RECENT YEAR FILED ) UPLOAD HERE FOR EACH**

- [urba1946\\_18n\\_FC.pdf](#)

**2019 PERSONAL TAX RETURNS (OR MOST RECENT YEAR FILED)**

- [Starke-2019TaxReturn.PDF](#)

**BUSINESS FINANCIAL STATEMENTS AS OF 12/31/19**

- [USU-Warburton-Galerie-BudgetFinancial-Record.xls](#)

**INCOME AND EXPENSE STATEMENTS FOR PAST 12 MONTHS**

- [USU-Warburton-Galerie-BudgetFinancial-Record1.xls](#)

**EIN VERIFICATION LETTER**

- [USU-EIN-IRS-Letter.pdf](#)

**COPY OF DRIVER'S LICENSES OR STATE ISSUED IDENTIFICATIONS**

- [USU-Warburton-GalerieStarke-Photo-ID.jpeg](#)

Application will be deemed complete ONLY after all documentation has been provided. All approved applications will be posted on our website. You will be provided the opportunity to choose which information is redacted by a YIDA representative before any information is posted.