



RIVERSIDE POLICE DEPARTMENT

SAFETY AND SECURITY

BUSINESS PROGRAM GENERAL QUALIFICATIONS



As the owner of the above listed business, I am submitting an application for approval of the ARPA Small Business Safety and Security (SAS) Program offered by the Riverside Police Department. By signing the below agreement, I understand the terms and conditions of the program. The Riverside Police Department reserves the right to cancel or recoup, by legal means, any funds that were paid to the business which do not meet the criteria of the program specifications.

GENERAL QUALIFICATIONS

- Must be a for-profit business within City limits. Homebased businesses are eligible, though owner residency is not required.
- Must have proof of a valid City of Riverside business license and be in good standing with the city (no liens or judgements unless demonstrated to be a direct COVID-19 impact).
- Must be a small or micro-enterprise with no more than fifty (50) employees. This includes sole proprietors, independent contractors, 1099 employees, C-corporations, S-corporations, cooperatives, limited liability companies, partnerships, and limited partnerships.
- Must have no more than 2.5 million in annual revenue.
- Must be registered with California Secretary of State and have valid County Health Department licenses if required based on business type.
- Recipients of county, state or federal emergency funding, such as the SBA Economic Injury and Disaster Loans (EIDL), Paycheck Protection Program (PPP), County of Riverside COVID-19 Business Grant, or City of Riverside Microenterprise Grant are eligible, but must disclose receipt of such funding.
- Only one grant per business owner will be permitted from this program. Applicants with multiple business entities, franchises, locations, etc. are not eligible for multiple grants and may only apply once using their eligible small business. This includes a limit of one business per address/household, even if the businesses have different owners.
- Funding is limited to a maximum of \$10,000 per business owner from the grant.
- The grant will cover all approved upgrades, up to \$10,000. The business will be responsible for any amount above \$10,000 or any unapproved upgrades.
- Must be able to furnish an Employer Identification Number (EIN) or Tax Identification Number (TIN) for tax reporting.
- Not all businesses may qualify. Business sectors that may be excluded from the final program include passive businesses, investment companies, speculative businesses, trusts and investors who file a Schedule E on their personal tax returns, financial businesses primarily engaged in the business of lending, such as banks, finance companies and factoring companies, businesses engaged in any activity that is illegal under federal, state or local law, businesses engaged in any socially undesirable activity or activity that may be considered predatory in nature, and businesses that restrict patronage for any reason other than capacity.
- City employees and elected and appointed officials are not eligible to participate in this program.

ELIGIBLE UPGRADES TO BUSINESSES

- Improved or new lighting to parking lots, adjacent alleyways and/or areas immediately around business (may be direct wired electrical or solar).
- Video camera systems that monitor activity inside the business or directly surrounding the business.
- Landscaping that improves the safety and security of the business.



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ELIGIBLE UPGRADES TO BUSINESSES

- Fencing that improves the safety and security of the business.
- Any other devices, structures or equipment that improves the safety and security of the business that has been approved after a CPTED conducted by Riverside Police Department personnel.

APPLICATION AND APPROVAL

- The initial online application must be completely filled out by the business owner.
- Upon receipt of the application, Riverside Police Department personnel will contact the business owner to set up a time to meet at the business and conduct a Crime Prevention Through Environmental Design (CPTED) review.
- The application and recommended improvements will be reviewed by designated Riverside Police Department personnel upon completion of the CPTED.
- The business owner will be notified of all recommendations and the approval or denial of the application.
- If approved, the business will contact a licensed contractor and request quotes.
- Business will submit contractor quotes, licenses and certifications to the Police Department.
- Once approved by RPD, business can begin improvements.
- Businesses will notify the City of Riverside Police Department after the work has been completed for an on-site review and follow up with the business owner.
- Business will submit invoice(s) to the Riverside Police Department for disbursement of grant funds.
- Dispersal of funds are estimated at 30 days after all required documentation is submitted to RPD.

NOTICES, REQUIREMENTS AND WAIVERS

Prior to any work being completed, the following terms must be agreed to between The Riverside Police Department, The City of Riverside, and the business owner:

- Any video cameras installed must be a cloud-based system that stores video for a minimum of two weeks.
- The Riverside Police Department will have permission to remotely access any video from the cameras that are related to criminal activity or any ongoing criminal investigation for the purpose of gathering evidence.
- Any improvements or equipment provided through the program will be maintained by the business owner for no less than five (5) years from the date of installation.
- The program will fund the cost of approved improvements, not exceed ten thousand dollars (\$10,000) per business owner.
- Businesses will be responsible for the cost of all approved upgrades over and above \$10,000 or any upgrades that have not been approved by RPD.
- Upgrades must be completed by licensed contractors and all invoices must be submitted and approved by the Riverside Police Department.

¹ Video camera systems must be cloud based systems. The Riverside Police Department will have the ability to access video only for the purposes of evidence in the event of criminal activity or footage that relates to any ongoing investigation.