

**Tompkins County Industrial Development Agency  
Emergency COVID-19 Grant Application**

Organization Information			
1.	<b>Legal Name of Applicant:</b>	Emily Schmiderer	
2.	<b>Applicant Address:</b>	35 Turkey Hill Road, Ithaca, NY 14850	
3.	<b>If a DBA, what is DBA name?</b>	Acorn Ithaca LLC (Acorn Preschool)	
4.	<b>Applicant Contact Name:</b>	Emily Schmiderer	
5.	<b>Applicant Contact Address:</b>	35 Turkey Hill Road, Ithaca, NY 14850	
6.	<b>Contact Phone Number:</b>	607-220-9023	<b>Contact Email Address:</b> <a href="mailto:emily@acornpreschoolithaca.com">emily@acornpreschoolithaca.com</a>
7.	<b>Type of Business:</b>	Group Family Day Care	
8.	<b>Non-Profit Organization</b>		NO
9.	<b>Privately Held:</b>	YES	
<p>If Privately Held, please provide information for the company and any entity owning 50% or more or which otherwise controls the applicant, including CPA-audited financial statements for the past three years (balance sheet, income statement and cash flow statement). If audited statements are more than six months old, please provide internally prepared year-to-date financials certified by the signature of a company officer. If audited statements are not available, please submit a review or compilation, together with signed federal and state tax returns, for the past three years. Additional information may be requested.</p>			
10.	<b>Ownership:</b> Please attach a description of the organization's ownership structure, including the % of ownership for each individual and entity owning 5% or more of the company. Indicate if the company is a parent, subsidiary and /or affiliate of another company.		Acorn Ithaca LLC (Acorn Preschool) is a single member LLC with Emily Schmiderer having 100% ownership.
11.	<b>Primary North American Industrial Classification System (NAICS) Code of the Company.</b> Please provide at least the three-digit code, but the six-digit code is preferable		624410
12.	<b>Select the applicant ID type that you normally use to identify your organization on applicant forms:</b>		
	Charity Registration Number		Social Security Number 
	Duns Number		Federal Tax ID Number 
	NYS Unemployment Insurance Tax Number		
13.	<b>Company's Annual Revenues:</b>		

Statement of Need	
14.	Provide a summary of the need for the project including all PPE materials and equipment the business or non-profit entity will be purchasing and how they will be used:

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While Acorn has always been a nature rich program where children spend abundant time in the woods, after the pandemic caused us to shut down in March 2020, the only way it felt safe to reopen was to (1) reduce the size of our Preschool program and eliminate our After School program in order to keep our "pod" small and (2) shift to a completely outdoor program. While shifting to 100% outdoors was very feasible during the summer months (especially with the addition of the structure described next) as we are moving into the cold of late fall, winter and early spring, we are going to need additional indoor space in order to continue to offer the type of hours working parents need.

Over the summer (in order to reopen safely) my husband built me a 16x16ft screened in shelter with a roof behind our playground. This structure provides us with reliable shelter for rain, thunder/lighting as well as the wasps which tend to congregate until the first hard frost whenever we eat outdoors. It has become our home-base, allowing us both practical shelter and a place to comfortably do typically "indoor" activities with all the benefits of 100% outdoor air. My husband has now started building an indoor space attached to this screened in shelter. Our hope is that it will be functional before the really cold weather completely sets in.

If I were to receive a grant from you, I would spend it on any of the following:

- Purchasing materials needed to complete the construction of the additional indoor space, which will allow for social distancing.
- Spray foam insulation for the space
- Getting electric to the space (both light and HVAC will run on electric)
- HVAC for the space
- Paying someone to help my husband with construction (with 2 people perhaps there is a chance it might be done before the really harsh weather settles in... while my husband is generously working for free in order to keep the cost of this undertaking down, it is a very big job for one person.)

The total cost of everything outlined above would total more than \$10,000 and thus I am requesting the highest grant award possible.

This space will provide us with an adequate footprint to offer a high quality program which allows for proper social distancing and well-filtered/properly circulated air when indoors together. With the construction of this space, it is possible that Acorn will once again be able to offer an After School Program which would result in my hiring 1-2 additional part-time employee (or potentially 1 full time and one part time employee- bringing the total of full time people working at Acorn to 2 or 3. Currently there is myself working full time and one other woman working 21-22 hours/week. Prior to the pandemic it was myself working full time and 2 other women each working about 22 hours/week.) In addition to increasing the number of children/families Acorn can serve, this structure will allow Acorn to offer even more hours each day, thus creating more jobs.

While I have secured a loan for this project, due to the ways this pandemic has effected the supply chain of construction materials, the cost of these materials has literally doubled since the spring. This is causing the actual cost of construction to exceed my original budget. Things were already tight considering that Acorn's revenue is down due to our reduced enrollment. The more financial support I can receive, the less I will need to borrow, the more viable Acorn will be moving forward. Receiving some free-and-clear financial support would be life altering! It is my sincere belief that the creation of this additional indoor space will allow Acorn to continue as a valued asset to the Ithaca community throughout this pandemic and for years to come.

Thank you for considering Acorn for this grant.

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**EMPLOYMENT INFORMATION**

**Existing Jobs** – A full-time equivalent job equals any combination of two or more part-time jobs that, when combined, constitute the equivalent of a job of at least 35 hours per week.

**Average Annual Gross Salary** – Compensation paid to an employee that excludes payroll taxes, benefits, overtime, and bonuses.

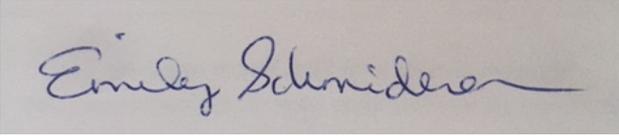
<b>15.</b>	Indicate how many existing full-time equivalent jobs the applicant and its related entities employ in all NYS LOCATIONS and the average annual gross salary for these employees as of the date this application is signed.	# Jobs in NYS	<b>.5</b>
		Avg annual gross salary	

**Budget**

<b>16.</b>	Type of Purchase	Total Amount of Funding Requested			
	EX: Face Shields	Est. Cost			
	Spray Foam Insulation for New Indoor Space	8,500			
	Bringing electric to the space	3,000			
	HVAC	8,000			
	Wood flooring	2,400			
	One month of paid construction labor (to work along side my husband)	3,200			
	<b>Total Projected Investments</b>	<b>\$24,700</b>	<b>I realize this is way over the offered grant amount, I just thought it made sense to put it all out there incase some of what I need falls under the requirements for this grant.</b>		

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<b>Worksheet Completion</b>		
<b>Name of Company Official Completing Worksheet:</b> Emily Schmiderer	<b>Title: Owner/Director/Lead Teacher</b>	<b>Date Completed:</b> 11/3/2020

<b>Signature</b> 

<b>Documentation Required</b>
<ul style="list-style-type: none"><li>• Payroll certification showing that employment does not exceed 50 employees.</li><li>• Incorporation papers or other documents that establish the business or non-profit organization.</li><li>• Current license or registration to provide child care services.</li><li>• A statement or proof that the applicant was a financially viable entity prior to the start of the COVID-19 pandemic (the most recently completed financial statement would be acceptable proof).</li><li>• Any additional information requested by the TCIDA or Counsel.</li></ul>

**Definitions:**

**Full-time Permanent Employee:** (i) a full-time, permanent, private-sector employee on the Recipient’s payroll, who has worked at the Project Location for a minimum of 35 hours per week for not less than four consecutive weeks and who is entitled to receive the usual and customary fringe benefits extended by Recipient to other employees with comparable rank and duties; or (ii) two part-time, permanent, private-sector employees on Recipient’s payroll, who have worked at the Project Location for a combined minimum of 35 hours per week for not less than four consecutive weeks and who are entitled to receive the usual and customary fringe benefits extended by Recipient to other employees with comparable rank and duties.

**Full-time Contract Employee:** a full-time private sector employee (or self-employed person) who is not on the Recipient’s payroll but who works exclusively for the Recipient at the project location for a minimum of 35 hours per week for not less than four consecutive weeks, providing services that would otherwise be provided by a full-time permanent employee. The position held by a full-time contract employee must be a year-round position.