

THE PAPER AND PULP MANUFACTURING INDUSTRY STABILIZATION PROGRAM

PROGRAM SUMMARY

The Paper and Pulp Manufacturing Industry Stabilization Program is designed to award financial assistance to eligible entities to help address lingering financial effects of the COVID-19 pandemic and provide financial stability to pulp and paper manufacturers.

\$1,500,000 is available for grants under this program.

This program is administered by the Department of Business and Economic Affairs (BEA). BEA's responsibilities include establishing program parameters, reviewing applications, awarding funds, monitoring program participants, and maintaining compliance. All award contracts are subject to approval by the Executive Council.

At its discretion, BEA may facilitate more than one application and award round, depending on the availability of funding.

ELIGIBILITY

Eligible applicants include New Hampshire-based entities engaged in the processing or manufacturing of pulp, paper and paperboard products and producing paper products. Such businesses most closely align with NAICS code 3221 – Pulp, Paper, and Paperboard Mills. By statute, all funding must be applied to manufacturing facilities within New Hampshire. All applications under this program must demonstrate that funding will be used exclusively for the benefit of a physical facility in New Hampshire and meet all other eligibilities and job creation/preservation requirements.

ELIGIBLE USES

Hard costs, such as*:

- Equipment
- Construction
- Energy generation and/or efficiency enhancements
- Environmental remediation

* Applicants may not apply for any expense that they have already claimed in any other state or federal COVID-19 relief program, including but not limited to New Hampshire Department of Justice Grants

from ARPA funds to Municipalities, or have received reimbursement from another source, such as FEMA.

INELIGIBLE USES

Costs not directly related to infrastructure or hard costs, such as:

- Programs
- Incentives
- Taxes
- Land acquisition
- Operating expenses or subsidies

APPLICATION PROCESS & REQUIREMENTS

After the application deadline passes, BEA will review complete applications submitted by the deadline. Awards will be issued on a competitive basis within the guidelines further detailed in the program's FAQs and as required by statute. Awards must be authorized by Governor & Council before they will be deemed final.

AWARD DETERMINATION

Award Structure

Available program funding will be awarded in the form of grants to successful applicants.

Distribution of Funds

Awarded funding will be distributed on a reimbursement basis upon submission of invoices and proof of payment for eligible expenses. Some exceptions may apply. See the program's FAQs for additional details.

ADDITIONAL INFORMATION

For additional program details, such as information on entity and expense eligibility, process, and more, please visit the program's landing page: <https://www.nheconomy.com/pulp-paper-program>.

Please submit your completed applications and supporting documentation to BEA before the application deadline at ProgramApplications@livefree.nh.gov.

THE PAPER AND PULP MANUFACTURING INDUSTRY STABILIZATION PROGRAM APPLICATION

PROJECT INFORMATION

As part of the application process, applicants will be required to provide the following information:

1. Business name.

2. Business address.

3. Is this the headquarters for ownership? If not, address of that entity.

4. Contact for application (first and last name, title, email, phone number, owner? If not, authority to apply).

5. NH Secretary of State Business ID.

6. EIN.

7. NH Vendor #.

8. Business website.

9. Mailing address (if different).

10. Employees at this location and overall number of employees at all locations (current).

11. Description of company products (need to confirm they meet the definition).

12. NAICS code(s) that apply to your business.

13. Has the entity previously received any federal or state COVID recovery funding? If so, please describe.

14. Review and submit a signed acknowledgement of terms and conditions of the grant.

FINANCIAL INFORMATION

As part of the application process, applicants will be required to provide the following information:

1. Basing your answer on eligible uses, please describe and prioritize your proposed uses for funding and why.

2. Demonstrate and quantify financial impact of COVID-19 on your business.

3. Describe any onsite facilities or infrastructure that have experienced a failure or substantial failure since 2020 and what the financial implications have been.

4. Provide a narrative on the impact of COVID-19 on your market segment and impact on your business.

5. Provide information on your current workforce, the impact of COVID on retention and/or recruitment of workforce, and related impacts on your business. Include any relevant data.

6. Provide any other information you deem necessary in assessing the impacts of COVID-19 on the state's forest products manufacturing industry and specifically your business.

7. Provide data on any relevant operating deficits since 2020.

8. Jobs expected to be retained or created as a result of an award under this program.

9. In order for this application to be considered complete, please also provide as attachments to the application any necessary supporting documentation relevant to the answers provided to questions above, including the organization's latest P&L Statement (**required of all program applicants**).

TERMS AND CONDITIONS

Grant recipients may not be debarred or suspended from programs and activities involving federal financial and non-financial assistance or benefits.

Grant recipients must be in good standing with the New Hampshire Department of Revenue, and with any other New Hampshire COVID-19 relief programs through which they have received funding.

All grant recipients must affirm their awareness and understanding of all tax implications and any applicable federal requirements.

Grant recipients must comply with any other monitoring requirements imposed by the terms of the award.

Grant recipients may not enter into contracts with related or affiliated contractors for materials, labor, or services without demonstrating that the terms of those contracts are fair and competitive.

Grant recipients must comply with any other procurement requirements imposed as conditions of the grant.

Please submit your completed applications and supporting documentation to BEA before the application deadline at ProgramApplications@livefree.nh.gov.

ACKNOWLEDGEMENT

Completed By

Title

Date Completed
