

1. BASIC INFORMATION (* fields are mandatory)

1.1 Business identity code	1.2 Company name *	1.3 Form of business *
1.4 Company's home town according to the YTJ-register*	1.5 Contact person/Entrepreneur	1.6 Entrepreneur's social security number *
1.7 Telephone number *	1.8 Email *	1.9 YEL-insurance number
1.10 Company address *		
1.11 Bank account number (IBAN) *		1.12 Start date of the company *

2. CURRENT OPERATIONS (* fields are mandatory)

2.1 Main field of business *	2.2 Main products and services *
2.3 Customers *	
2.4 I certify that I am a full-time sole entrepreneur * <input type="checkbox"/>	
2.5 I certify that my business has been profitable before corona epidemic * <input type="checkbox"/>	
2.6 I certify that corona epidemic has significantly weakened the financial performance of my company after 16 March 2020 * <input type="checkbox"/>	
2.7 The business has no employees * <input type="checkbox"/>	

2.1 Statistics Finland's Classification of industries, <http://stat.fi/meta/luokitukset/toimiala/001-2008/index.html>

2.4 Irrespective of the legal form and method of financing, a full-time self-employed entrepreneur operating in Finland, who does not have a paid workforce and has an entrepreneur's pension insurance (YEL insurance number) or who can present at least an annual entrepreneurial income or invoicing of EUR 20,000. If the company started less than 6 months ago, it must be shown that the income stream that has already been generated would have led to an invoicing of EUR 20,000 over a 12-month period.

2.5 It will be appraised that a sole proprietor is able to operate profitably if the business has been profitable based on the 2019 financial statements or the advance tax return. If a sole proprietor has a tax debt, he or she must have a plan approved by the Tax Administration to pay back the tax debt. The assessment of profitable operations may consider the sole proprietor's report on the exceptional situation in 2019. 2.6 The deterioration of the sole proprietor's financial situation and turnover after March 16th 2020 must be verified by copies of the bookkeeping and / or bank account statements (expenses and sales). A significant decrease can be a 30% or more decrease in sales revenue.

3. DE MINIMIS AID (* fields are mandatory)

3.1 Has the applicant received de minimis aid during the current year and the previous two tax years? * Yes <input type="checkbox"/> No <input type="checkbox"/>

3.2 If yes, grantor, amount in euro and date of gran:

Grantor	Amount in euro	Date of gran

3 De minimis aid means public aid to an amount which the European Union has interpreted as being so small as not to distort competition or affect trade between EU Member States. A maximum of EUR 200 000 of de minimis aid may be granted to a company over three consecutive tax years. For a company active in the road transport sector, de minimis aid may not exceed EUR 100 000. The aid decisions states if the case is of de minimis support. It is up to the company to ensure that the total amount of de minimis aid granted by the various decisions does not exceed the maximum allowable amount. <https://tem.fi/vahamerkityksinen-tuki-eli-de-minimis-tuki>.

4. RECOVERY PLAN (* fields are mandatory)

4.1 I will continue my business after the corona epidemic? * Yes <input type="checkbox"/>
4.2 How will the applicant use the support? *

4.2 The sole proprietor's grant is a lump sum of EUR 2 000 for the sole proprietor's estimated business expenses, such as the cost of premises and equipment purchased for business purposes, as well as accounting and other office expenses. When granting a lump sum, the salary incurred by the entrepreneur is not considered to be a business cost.

In part, this compensation is intended to enable the sole proprietor to cope with the challenging economic situation caused by the coronavirus epidemic. The lump sum can be awarded for costs incurred from March 16th 2020 and the deadline for applying for the grant is 31 August 2020. This is only a calculated amount and the beneficiary is not obliged to provide proof of costs when applying for the grant nor after the grant has been received.

The grant may be used to stabilize the financial situation of the sole proprietor during and after the corona epidemic. Subsidies may only be used for this purpose. The grant may not be transferred for use by another party or person.

The decision may be sent by email <input type="checkbox"/>
--

6. TERMS (* fields are mandatory)

By submitting this application, I undertake that when the municipality grants the grant, the grant decision will result in an agreement between the beneficiary and the municipality pursuant to section 7 (3) of the State Aid Act (688/2001), subject to the following conditions::

The grant may be used to stabilize the financial situation of the sole entrepreneur during and after the corona epidemic. The grant may be used only for this purpose. The grant may not be transferred for use by another party or person.

The amount of the grant is 2,000 euros. The grant constitutes de minimis State aid within the meaning of Commission Regulation (EU) No 1407/2013 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to de minimis aid (de minimis aid). The municipality pays the grant to the bank account indicated in the application.

The Beneficiary must immediately reimburse the grant received incorrectly, excessively or manifestly unjustifiably. In the event of abuse, the municipality may recover the subsidy paid. The beneficiary undertakes to provide the granting authority, if necessary, with the necessary information to ensure that the grant has not been used in breach of the conditions.

By submitting the application, I agree that the customer data will be stored in BusinessOulu's customer relationship management system. Registry information can be shared within the BusinessOulu organization. Data will not be transferred outside the EU or the EEA.

7. SIGNATURE

7.1 Name of the applicant *	7.2 Time and place *
-----------------------------	----------------------

Attachments:

- 1) Financial statements 2019/latest financial statements or Tax return 2019/latest tax return*
- 2) Copies of the bookkeeping records and / or bank statements to verify how sales and costs have developed in 2020.
- 3) Tax debt certificate or tax debt payment plan?

Please note, that attachments must be attached in the email. Links to cloud services are not accepted. If possible, put all the attachments in one file.

Applications are to be addressed to the City of Oulu Registry electronically at kirjaamo@ouka.fi or by post to PO Box 71, 90015 City of Oulu.

The application may also be submitted to the registry mailbox at Kansankatu 55A. The mailbox is emptied twice a day.

Tag/subject line: "Self-employed grant application."

Self-employment grant for the financial difficulties caused by the corona epidemic - draft guidelines for entrepreneurs:

Municipalities provide subsidies to sole proprietors to stabilize operations due to the COVID-19 epidemic (later the corona epidemic). Applications for sole proprietorship grants are processed by municipalities.

The purpose of the Korona grant for sole proprietors is to put the activities on a more financially sustainable footing during and after the pandemic. This is operating aid to cover expenses related to the actual operation of the business. The support is temporary and valid only to deal with an acute liquidity crisis caused by the pandemic.

To whom:

The grant is intended for an entrepreneur, regardless of the type of company and method of financing, who

- carries out an economic activity alone,
- is self-employed including freelancers.
- is a full-time entrepreneur, regardless of the legal form and method of financing the activity.

Companies that employ up to four people in addition to themselves can apply for grant funding from the ELY - Centres (ELY Centres' funding for companies in the exceptional circumstances caused by the coronavirus)

More information: <https://www.ely-keskus.fi/en/web/ely-en/poikkeustilannerahoitus>

Companies that employ five or more people can apply for grant funding (business development funding in case of disruption) from Business Finland. More information:

<https://www.businessfinland.fi/en/for-finnish-customers/coronavirus/>

A sole proprietor means a full-time entrepreneur operating exclusively in Finland and engaged in economic activities, regardless of the legal form of the activity and the method of financing. This means that the self-employment grant can be granted to a Tm or Ky, Ay, limited companies, or a cooperative.

The grant can also be awarded to the so-called "Light entrepreneurs" who are self-employed and entrepreneurial without setting up a business. A freelance entrepreneur can also receive a grant when the freelance entrepreneur works as a self-employed person, with a business name regardless of business form.

The grant is intended for full-time entrepreneurs. A full-time sole proprietor is required to be in the YEL register (the application asks for the YEL insurance number) or who can present at least an annual entrepreneurial income or invoice of EUR 20,000. If the company started less than 6 months ago, it must be shown that the income stream that has already been generated would have led to an invoicing of EUR 20,000 over a 12-month period.

The sole proprietorship grant is granted on an entrepreneur-by-entrepreneur basis. If a sole proprietor has several companies in which he or she works alone, the grant is awarded to the company in which the self-employed person works full-time.

Conditions for awarding the grant:

When the financial situation and turnover of the sole proprietor have deteriorated due to the corona epidemic since 16.3.2020

The sole proprietor is assessed to have the conditions for profitable business;

The condition for granting the sole proprietorship grant is that the significantly deteriorating financial situation of the company and the reduced turnover are due to the corona epidemic. When the epidemic has begun to have a detrimental effect on the financial situation of sole proprietors in Finland since March 16th 2020, when this exceptional situation began and the Emergency Preparedness Act was introduced.

This means that in the application the applicant must be able to demonstrate that the significant deterioration in business after March 16th 2020 is due to the corona epidemic. The applicant is also asked in the application form to confirm that the financial situation has significantly deteriorated due to the corona epidemic.

Deterioration of the financial situation and turnover of the sole proprietor's business after 16.3.2020 must be verified by copies of the bookkeeping and / or statements of bank account (expenses and sales). The financial situation is interpreted to have deteriorated if the company's sales revenue has fallen by more than 30% after remaining almost at the same level over the previous 12 months.

In addition, the grant is conditional on the sole proprietor being judged to be profitable. Prerequisites for profitable operations are estimated if the business operations have been profitable based on the 2019 financial statements or tax return. The application asks the applicant to certify that the business has been profitable before the corona epidemic. If a sole proprietor has a tax debt, he or she must have a plan approved by the Tax Administration to pay the tax debt.

In addition, the applicant is requested to attach to the application financial statements 2019 / latest financial statements or tax return 2019 / latest tax return. If the business has started after 31 December 2019, another reliable statement (copy of the accounts and bank statements) must be submitted. The assessment of profitable operations may take into account the sole proprietor's report on the situation in 2019.

The applicant is also asked to confirm that he intends to continue his business after the corona epidemic. The applicant is also requested to describe how he intends to use the grant he has received to stabilize his activities.

The self-employment grant is de minimis funding and in order to receive it, there must be space in the de minimis cumulation of the company. The maximum amount of de minimis funding is EUR 200 000 (maximum EUR 100 000 for a road transportation company) for the current and the previous two tax years. The beneficiary is responsible for ensuring that the total amount of de minimis aid granted by various parties (eg ministries, authorities under the Ministry, Business Finland, Finnvera plc, municipalities and regional associations) does not exceed this amount. Not all public support targeted at companies is de minimis. De minimis aid is identified in the aid decision, which states the amount of de minimis aid and refers to the European Union de minimis Regulation.

For what purpose can the grant be applied for:

The grant for a sole proprietor is a lump sum of EUR 2 000 for the sole proprietor's business costs, such as the cost of premises and equipment acquired for business activities, as well as accounting and other office expenses. When granting a lump sum, the salary incurred by the entrepreneur is not considered to be a business cost.

In part, this compensation is intended to enable the sole proprietor to cope with the challenging economic situation caused by the coronavirus epidemic. The lump sum can be awarded for costs incurred from 16 March 2020 and the deadline for applying for the grant is 31 August 2020. This is a calculated amount and the beneficiary is not obliged to provide proof of costs when applying for the grant or after receiving it.

Other considerations:

Municipalities notify the Tax Administration of the grants they have paid to sole proprietors.

The grant applicant must take into account that when the municipality approves the application, an agreement is entered into between the applicant and the municipality in accordance with section 7 (3) of the State Aid Act.

Based on the agreement, the beneficiary must immediately return the grant if received incorrectly, excessively or wrongly. In the event of abuse, the municipality may demand a refund of the subsidy paid. The beneficiary undertakes to provide the grantor with the necessary information, if necessary, to ensure that the aid has not been applied for in breach of the conditions of the aid.

The municipality that granted the grant and the Ministry of Employment and the Economy have the right to check afterwards for what purpose the grant has been used.