

## **EMERGENCY FUND PROGRAM FAQs**

### **What is the Emergency Fund Program for Taxicab, Jitney and Limousine Drivers?**

The Emergency Fund Program (EFP) is a funding program approved by the Board of County Commissioners specifically for taxicab, jitney and limousine drivers, using \$10,000,000.00 in funds made available through the Federal CARES Act. The goal of the program is to address short-term economic hardship through financial assistance for business and living expenses. The EFP amount will be calculated based on eligible costs incurred, with a maximum award of \$5,000 per driver.

### **Who can apply for funding under this program?**

Miami-Dade County licensed taxicab, jitney and limousine drivers as of March 1, 2020, who have experienced a significant loss of income, become unemployed, underemployed and/or experienced unexpected expenses as a result of COVID-19 can apply for assistance under this program. Priority will be given to drivers that have not been approved or received funds from any institution under the Paycheck Protection Program (PPP) Loan or other federal or state assisted business loan program.

### **Which changes have been implemented for this program as of October 27, 2020?**

- Each licensed taxicab, jitney, and limousine driver who submits a new application or has already applied will receive a \$550 basic needs grant.
- The maximum amount of the grant that a qualified driver can receive has been increased from \$2,800 to \$5,000.
- The application deadline has been extended to November 15.

### **How do I access the application?**

In order to access the Emergency Fund Program, you must first create an account with miamidade.gov. To create an account, go to <https://accounts.miamidade.gov/myaccount/>. Once you have registered, you will get an email confirmation with a login link.

### **What do I need to set up an account on miamidade.gov?**

You will need a valid email address and will be required to create a password. The password is case sensitive. You will be required to provide your name, home address and telephone number.

### **Can I apply in person?**

No. The application is available only online by accessing the Emergency Fund Program [web application](#). The application is available in English, Spanish and Creole.

### **Can I check the status of my application?**

Yes, you can check the status of your application on the Emergency Fund Program [web application](#).

## **What is the deadline to apply?**

The deadline to apply is Friday, November 15, 2020.

## **What can I do if my application was previously denied or I believe that I did not receive a full reimbursement for my expenses?**

Staff from DTPW's Passenger Transportation Regulatory Division (PTRD) is contacting drivers who have already applied to determine eligibility for the maximum financial assistance amount of \$5,000. Applicants will be given the opportunity to submit additional documentation prior to the program's deadline of November 15.

## **Which documents do I have to submit to be eligible for this program?**

You will have to submit the following documents upon application. All documents uploaded must be in PDF format at time of application. Word documents, jpeg and pictures will not be accepted. No upload can be larger than 2 MB. Failure to do so will result in non-submittal of application or denial of application. This is a one-step application process. The following documents are mandatory fields:

- A copy of your Miami-Dade County Chauffeur's Registration to operate a taxicab, jitney, or limousine
- Completed Form W-9. The form must be signed and dated.

## **Which reimbursable expense documents are accepted?**

All eligible applicants will receive a basic needs grant of \$550.00. However, in order to determine the amount of the rest of the fund (up to a maximum of \$5,000.00) you will have to provide additional documentation for eligible expenses from **March 1, 2020 through December 1, 2020** which may include the following:

- 2019 tax return; if 2019 not available, submit 2018.
- Taxicab drivers may provide individual trip logs from taxicab dispatching/credit card companies from 2019 and 2020 which may reflect the loss of income due to the economic impact of the COVID-19 pandemic.
- If you own or lease your for-hire vehicle, provide current Vehicle Registration.
- Bank statements (April, May and June 2019 and April, May, and June 2020) and/or credit card statements. Qualified expenses should be highlighted, and a brief description of these expenses should be attached.
- Executed lease/rental agreement or mortgage statement.
- **100% Reimbursable Personal Protective Equipment** – PPE purchases and other associated expenses necessary to comply with CDC guidelines or Miami-Dade County COVID-19 safety orders; proof of purchase via a receipt, or paid invoice.
- **100% Reimbursable Vehicle Operation expenses** – Insurance, Maintenance of Vehicle, Rent or Vehicle Lease Payments; fuel, other business-related costs that can be formally documented through invoices and receipts.

- **100% Reimbursable Other Expenses** – utility bills, license and inspection fees, insurance, and other expenses needed to keep the business operational, and to safely meet local, state, and federal requirements; proof of payment via receipt, paid invoice, or cancelled check.
- **100% Reimbursable Rent or Mortgage** – proof of payment via a receipt, or cancelled check; if behind on payments, a notarized letter from landlord or lender stating how many months behind/default and to include specific dates is required.

**Note:** Taxicab drivers may provide individual trip logs from taxicab dispatching/credit card companies during the same period in 2019 and 2020 to show loss of income from year to year.

For questions regarding the EFP or the application process, email the Passenger Transportation Regulatory Division at [ptrdmail@miamidade.gov](mailto:ptrdmail@miamidade.gov) or call 786-469-2300.