



**DENVER**  
ECONOMIC DEVELOPMENT  
& OPPORTUNITY



# Free PPE Kits to Small Businesses and Nonprofits

**COMMUNITY PARTNER ROLLOUT**  
**July 30, 2020**

# PURPOSE

Community needs are great across all of Denver's neighborhoods and industry sectors, although it is our specific goal with this relief program to serve the microbusinesses and small nonprofits for whom the unexpected expense of PPE is hitting especially hard.

**THANK YOU FOR YOUR HELP TOWARD THIS GOAL!**

*These supplies can help protect the employees of the business, its customers, and/or the volunteers and staff or people served by a nonprofit.*

# THE PROGRAM

**\$1.5 MILLION OF FEDERAL CORONAVIRUS FUNDING RELIEF ALLOCATED TO PROVIDING PPE TO SMALL/MICRO BUSINESSES AND NONPROFITS IN THE CITY AND COUNTY OF DENVER.**

**Expecting to serve more than 4,000 businesses and nonprofits.**

## Program Eligibility

25 or fewer employees

Must be located in the City and County of Denver (PO boxes will not be accepted)

Operating prior to March 1, 2020

**\*Medical and healthcare providers will not be eligible for this program.**

## Contents of Kits

- ✓ 1 64oz. Hand Sanitizer
- ✓ 40 1oz. Hand Sanitizers
- ✓ 1 gal. of Surface Disinfectant
- ✓ 100 Surgical Masks
- ✓ 1 Non-contact thermometer
- ✓ 10 Face Shields

**Each business or nonprofit is only eligible for one free kit.**

# PROGRAM DETAILS

## Registration & Review

Businesses and nonprofits will complete a simple registration form online. **First-come-first serve-basis.**

DEDO staff will review the registrations to verify eligibility and then notify the registrant of their eligibility for the program in a follow up email. Follow-up emails can be expected within five business days of registration.

## **Questions on registration?**

Email [BizPPE@denvergov.org](mailto:BizPPE@denvergov.org)

## Shipping

PPE kits will be shipped directly to businesses and nonprofits.

Business should expect to receive their free kit within 2-3 weeks from time of registration.

## **Questions on shipping & delivery?**

Email [Sanitizer@oralabs.com](mailto:Sanitizer@oralabs.com)

# WEBPAGE

The webpage and registration form will be **live on Monday, August 3**

LINK: <https://bit.ly/DenverFreePPE>

- ✓ Simple registration process
- ✓ No documents required
- ✓ Links to resources will be provided

Email for questions or help?

[BizPPE@denvergov.org](mailto:BizPPE@denvergov.org)

City and County of Denver Official Site / Neighborhood Equity / Free PPE Program

## Personal Protective Equipment (PPE) Program for Small, Micro Businesses and Nonprofits

The City and County of Denver is supporting its small and micro businesses, and nonprofits that have been negatively impacted by the COVID-19 pandemic by providing free PPE kits to them. These free kits will help organizations offset an unexpected expense and help ensure a safe environment for employees, volunteers, and customers as these organizations continue to reopen.

### Program Details

#### Program Eligibility

- Businesses or nonprofits located in Denver
- Must have 25 or fewer employees
- Must have been operating before March 1, 2020

**Note:** Businesses or nonprofits can only register **once** for this program.

#### Program Disqualification

- Business/nonprofits with more than 25 employees
- Business/nonprofits not located in Denver
- Individuals or families
- Health care and medical industry providers

#### PPE Kit Contents

- One 64oz hand sanitizer
- 40 1oz. hand sanitizers
- One gal. of surface disinfectant
- 100 surgical masks
- One non-contact thermometer
- 10 face shields

#### Program Delivery Timeline

PPE kits are expected to be delivered within 2-3 weeks after your registration form is completed and reviewed for eligibility. Addresses listing a PO Box will not be accepted.

Translate This Page

#### Contact & Material Information

[DOWNLOAD OUR FLYER \(PDF\)](#)

[DOWNLOAD PROGRAM FACT SHEET \(PDF\)](#)

- Questions about the registration process? Email us at [BizPPE@denvergov.org](mailto:BizPPE@denvergov.org). This email address will be checked daily.
- Questions about shipping and delivery of your PPE kit (once approved)? Email OralLabs at [sanitizer@oralabs.com](mailto:sanitizer@oralabs.com)

#### 'How To' Resources on Wearing Gloves and Masks

- [Face Covering Required Poster - 11x17 \(PDF\)](#)
- [Face Covering Required Poster - 11x17 \(PDF\)](#)
- [Face Covering Required Poster - 8.5x11 \(PDF\)](#) Strategies for optimizing the supply of facemasks
- [Wearing & making face coverings](#)
- [The Do's and Don'ts of wearing masks and gloves](#)
- [How to remove gloves](#)

# REGISTRATION FORM QUESTIONS

- ✓ Are you a business or nonprofit organization?
- ✓ Have you already applied for this program?
  
- ✓ Organization Contact Information:
  - Business/Nonprofit Name
  - Business/Nonprofit Website
  - Business/Nonprofit Phone
  - Business/Nonprofit Street Address/City/Zip code
  - Council District *(optional)*
  
- ✓ Primary Contact Info: Name/Position/Phone/Email
- ✓ Is your business/nonprofit currently open and operating?
- ✓ How many employees does your business/nonprofit have?
- ✓ Was your business/nonprofit operating before March 1, 2020?
- ✓ What industry does your business/nonprofit belong to?
- ✓ Does your business/nonprofit primarily identify as minority/woman/veteran owned? *(optional)*

Three short educational videos will also be included in the Form to share general COVID-19 prevention tips, info on Denver's Face Mask order and how to properly use a mask.

*(Check box = do you attest that all this information is accurate)*

# MARKETING MATERIALS TO SHARE

Materials will be available on Monday on the webpage in English, Spanish and Vietnamese.

## Personal Protective Equipment (PPE) For Small Businesses & Nonprofits

The City and County of Denver is supporting its smallest businesses/nonprofits that have been negatively impacted by the COVID-19 pandemic by providing free PPE kits. These free kits will help you with an unexpected expense and help ensure a safe environment for you, your employees and volunteers, and your customers.

Register today!



The city is providing a free PPE kit to small businesses and nonprofits!

### WHO IS ELIGIBLE TO RECEIVE A FREE KIT?

- Businesses or nonprofits located in Denver (not including healthcare/medical providers)
- Must have 25 or fewer employees
- Must have been operating before March 1, 2020

### REGISTER FOR YOUR FREE KIT TODAY!

- Fill out the online registration form:
- Kits will be shipped on a first-come, first-serve basis

### WHAT WILL BE INCLUDED IN THE KIT?

Each free kit will contain the following (valued at approximately \$300, including shipping):

- One 64oz. Hand Sanitizer
- 40 1oz. Hand Sanitizers
- One gal. of Surface Disinfectant
- 100 Surgical Masks
- One Non-contact Thermometer
- 10 Face Shields

[bit.ly/DenverFreePPE](https://bit.ly/DenverFreePPE)

### CONTACT INFORMATION

Contact us at [BizPPE@denvergov.org](mailto: BizPPE@denvergov.org) if you have any questions.



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## MORE INFORMATION & FREQUENTLY ASKED QUESTIONS

We want to make sure that your PPE is used properly to protect you, your customers, employees, and volunteers.

Please visit [bit.ly/DenverFreePPE](https://bit.ly/DenverFreePPE) for more information AND to download posters that you can display in your place of work.

Register today!

[bit.ly/DenverFreePPE](https://bit.ly/DenverFreePPE)

### CONTACT INFORMATION

Contact us at [BizPPE@denvergov.org](mailto: BizPPE@denvergov.org) if you have any questions.



### What documents do I need to provide?

No documents required - the registration is very easy! Just confirm that you have fewer than 25 employees, and that you have been operating prior to March 1, 2020. Then provide your Denver mailing address.

### How will I receive the PPE kit?

The PPE kit will be mailed to the address you provide in your registration. In-person pick-up will not be available.

### When will I receive the PPE kit?

PPE kits are expected to be delivered within 2-3 weeks after the registration form is completed and reviewed for eligibility. We will email you a confirmation.

### Can I get more PPE when I run out?

Initially, this program will be one kit per businesses. You can purchase additional supplies through the Energize Colorado PPE website: <https://energizecolorado.com/get-ppe-and-supplies>



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# FAQs

**Will the webpage be mobile friendly?**

Yes, the webpage will be mobile friendly and accessible in various language translations.

**Can BIDs or other business support organizations help businesses register?**

Yes, BIDs and other organizations can submit a registration form on behalf of a business with their permission. Any business receiving a kit, must have a completed form submitted (by themselves or their delegate).

**What educational resources are provided on the webpage?**

The webpage and registration form will provide information from the CDC, WHO and other public health organizations on general COVID-19 prevention tips and tips on how to keep a clean workplace environment. Face masks posters will also be provided in English and Spanish.

**Other PPE resources available in the area?**

Please visit <https://energizecolorado.com/get-ppe-and-supplies/> for State of CO PPE Marketplace.

**QUESTIONS?**

