**Montgomery County, MD - Artists/Arts/Culture/Film/Museum**

**Phase II Special Request**

**Today’s Date:**

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**Date Determination Needed By:**

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Organization Name:

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Organization Contact:

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Description of Organization’s Regular Activities:

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Description of Proposed Event or Activity:

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In relation to your specific business model/event, please briefly explain:

* How you will implement the State of Maryland Back-to-Business Pledge: (<https://commerce.maryland.gov/Documents/BusinessResource/Maryland-Strong-Back-to-Business-Pledge-COVID-19.pdf>)

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* How you will implement the Montgomery County General Operating Requirements: (<https://www.montgomerycountymd.gov/covid19/Resources/Files/general-operating-requirements.pdf>)

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* How you will meet Requirements from the Governor’s Order related to your specific business model: (<https://governor.maryland.gov/wp-content/uploads/2020/06/Gatherings-NINTH-AMENDED-6.10.20.pdf>)

Cite specific requirements that you will meet that are most similar to your business model. For example, your business model or event may be similar to restaurants, retail, and religious gatherings (all allowed activities) but does not fit under this area. Explaining how you can meet or exceed the same requirements for these activities will strengthen your proposal. Also, your request will be stronger if you can demonstrate that similar business models are allowed in other State jurisdictions and how they meet the State safety requirements.

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* How you will meet Specific Requirements set by the County related to your specific business model. Similar to the State Requirements, cite specific requirements that you will meet that are most similar to your business model. **(**[**https://www.montgomerycountymd.gov/covid19/reopening/requirements/**](https://www.montgomerycountymd.gov/covid19/reopening/requirements/) **)**

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* If your specific business model is allowed by the State but not the County, please explain how you can meet the State’s requirements. Your proposal will be strengthened if you can cite other State jurisdictions where this business model is allowed and what steps are currently being for these businesses to be safely open.

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* Please explain, if desired, additional safety measures you will be taking related to your business model. Please note that demonstrating that you meeting State and County regulations are most important in your proposal. However, demonstrating that you are taking additional steps of established best practices for your specific business model may be helpful to your proposal. These additional resources could be:
* State of Maryland Recommended Safety Best Practices (<https://open.maryland.gov/backtobusiness/>)
* CDC Guidelines (<https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/businesses-employers.html>)
* Industry specific best practices published by Industry Associations or other jurisdictions.

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**Self-Checklist for a Stronger Proposal:**

* **Is my proposed business model or event go beyond what is currently allowed in Maryland?** If so, revisit the plan as County businesses cannot exceed State requirements.
* **Did I specifically cite State Requirements directly applicable to my business model (or to related business models) and how I would meet them in the proposal?** If not, please detail these items as it will make it easier and quicker to review.
* **If County and State requirements are in conflict did I specifically detail which regulations were in conflict, why I should be allowed to follow State requirements, and how similar business models are being successfully implemented in other parts of Maryland?** Again, the more you can link your proposal to activities allowed at the State level the stronger it will be.
* **Did I provide key operational details (such as square feet, fire code capacity, serving practices, etc…) that will help the reviewers understand how this business model will operate?** The clearer your event operations are and how you will meet safety requirements the easier it will be for the reviewers to come up with a quicker response.
* **Did I provide hyperlinks to resources, guidelines, and best practices outside of the State and County that I will be implementing as part of the proposal?** Reviewers being able to access what you are referencing will help them more quickly review the proposal. Hyperlinks are also more useful than copying/pasting text as resources are constantly updating as the COVID-19 response evolves.