Update: Working Washington Grants: Round 5 & Convention Center Grants

Washington State’s Dept of Commerce & Arts Commission

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AUGUST 4, 2022
We strengthen communities

- Housing Homelessness
- Infrastructure
- Business Assistance
- Energy
- Planning
- Community Facilities
- Crime Victims & Public Safety
- Community Services
Agenda

• Program Overviews
• Eligibility Criteria
• Application Requirements
• Review Considerations
• Technical Support Center
• General Timeline
• Additional Resources
Working Washington Grants: Round 5

- $70M - Working Washington Grants: Round 5 (WWR5)
  - 60% is directed to eligible businesses and nonprofit organizations in the arts, heritage, and science sectors, including those that operate live entertainment venues
  - 40% to most other sectors, including hospitality, fitness, taxis & personal services
  - Awards up to $75,000

This program offers one-time grants to small for-profit and non-profit businesses that have experienced financial hardship due to Covid-19 and related public health measures.
WWR5 Requirements for Eligibility

**ELIGIBILITY BASICS**
- are an active for-profit or non-profit business or organization
- have a UBI or EIN number
- are physically located in Washington State
- have been in operation prior to January 1, 2021

**FINANCES**
- can show financial hardship because of the pandemic
- did not report more than $5,000,000 in income in 2019
- had revenue of at least $10,000 in 2019 or 2020
- generate at least 51% of your revenue in WA

**OTHER**
- have necessary business costs/expenses that are not government fees or taxes
- have not permanently closed, or do not intend to permanently close in 2022
- follow all COVID-19 health requirements
WWR5 Ineligible

- Multinational corporations
- Childcare provider (not including recreation/entertainment)
- School (Pre-K, K-12 and higher education)
- Public Library
- Science companies, including research and/or development laboratories or services, and science manufacturing
- Professional Services (accounting, insurance, legal, financial services/firms, architects etc.)
- Hospital/Healthcare provider, including dentists and chiropractors (personal services such as massage ARE eligible)

- Property management/real estate (including owners or operators of short-term rental properties)
- Host/operators of a vacation or short-term rental unit (like Airbnb or VRBO)
- Licensed marijuana/cannabis operation (this does not include CBD retailers)
- Drivers of shared ride companies e.g., Lyft or Uber (independent taxi and limo ARE eligible)
- Third-party delivery drivers e.g., Amazon or Door Dash
- Government entities or elected official offices
- Businesses that have permanently closed or intend to permanently close in 2022
- Passive business, investment companies and investors who file a Schedule E on their personal tax returns
WWR5 Ineligible

- Financial business primarily engaged in the business of lending, such as banks, finance company and factoring company
- Businesses that have permanently closed or intend to permanently close in 2022
- Businesses engaged in any socially undesirable activity or activity that may be considered predatory in nature (such as rent-to-own businesses and check cashing businesses)
- Businesses of a prurient sexual nature (“adult” businesses)
- Speculative businesses
- Businesses primarily engaged in political or lobbying activities
- Businesses without a physical location in Washington state
- Businesses that restrict patronage for any reason other than capacity or age restrictions per regulations
- Businesses found to be in violation of any COVID-19-related order issued by the governor. This includes remaining open when ordered to close, or disregarding COVID-19 health or safety measures applicable to the business.
- Businesses found to have compliance or regulatory issues as of March 2020
- Businesses that are actively engaged in current/pending lawsuits
- Businesses disbarred by the federal government
- Businesses actively pursuing a bankruptcy declaration
Convention Center Grants

• **$5M - Convention Center Grants (CCG)**
  • Eligible applicants must show proof that at least 25% of their revenue is created in part by conventions hosted in Washington State
  • Awards up to $500,000

This program offers one-time emergency relief grants to for-profit and non-profit businesses that are dependent on the economic activity created through conventions hosted in Washington State.
CCG Requirements for Eligibility

**ELIGIBILITY BASICS**
- are an active for-profit or non-profit business or organization
- have a UBI or EIN number
- Hosted an in-person convention or depended on the function of convention to sell goods and services
- Canceled a convention or experienced a reduction in participants in 2020 or 2021
- Financial documents from 2019, 2020 and 2021

**FINANCES**
- can show financial hardship because of the pandemic
- make more than 25% of revenue from conventions
- did not report more than $100,000,000 in income in 2019
- had revenue of at least $10,000 in 2019
- generate at least 51% of your revenue in Washington State

**OTHER**
- have necessary business costs/expenses that are not government fees or taxes
- have not permanently closed, or do not intend to permanently close in 2022
- follow all COVID-19 health requirements
- Applicants must apply for one business only. Those with multiple businesses should apply on behalf of their largest or most impacted business.
CCG Ineligible

- Businesses that make less than 25% of annual revenue from convention activities
- Trade shows/exhibitions or professionally exclusive conventions, conferences or summits
- Multinational corporations
- Childcare provider (not including recreation/entertainment)
- School (Pre-K, K-12 and higher education)
- Public Library
- Science companies, including research and/or development laboratories or services, and science manufacturing
- Professional Services (accounting, insurance, legal, financial services/firms, architects etc.)
- Hospital/Healthcare provider, including dentists and chiropractors (personal services such as massage ARE eligible)
- Property management/real estate (including owners or operators of short-term rental properties)
- Host/operators of a vacation or short-term rental unit (like Airbnb or VRBO)
- Licensed marijuana/cannabis operation (this does not include CBD retailers)
- Drivers of shared ride companies e.g., Lyft or Uber (independent taxi and limo ARE eligible). Third-party delivery drivers e.g., Amazon or Door Dash
- Government entities or elected official offices
- Passive business, investment companies and investors who file a Schedule E on their personal tax returns
CCG Ineligible

- Financial business primarily engaged in the business of lending, such as banks, finance company and factoring company
- Businesses that have permanently closed or intend to permanently close in 2022
- Businesses engaged in any socially undesirable activity or activity that may be considered predatory in nature (such as rent-to-own businesses and check cashing businesses)
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- Businesses that are actively engaged in current/pending lawsuits
- Businesses disbarred by the federal government
- Businesses actively pursuing a bankruptcy declaration
Applicants will need the following

• **To apply**
  - Active WA state Unified Business Identifier (UBI) number (business license, business registration, tax registration)
  - Employer Identification Number (EIN), if applicable
  - Unique Entity Identifier (UEI) number
  - Valid Government-issued photo ID(s) of business owner or authorized non-profit representative
    - Identity verification of applicant
  - Annual business revenues from 2019, 2020 and 2021
    
    *(Businesses established in 2020 need only input 2020 and 2021 revenues for WWR5. However, 2019 revenues ARE required for the Convention Center grant program)*

• **To upload**
  - Valid government-issued photo identification (IDs) of business owner or authorized non-profit representative
  - Verification of Tribal member-owned business, if applicable (license or registration from federally recognized tribe in WA state)
  - Financial documentation for 2019, 2020 and 2021 gross annual business revenues
    
    *(Businesses established in 2020 need only upload 2020 and 2021 financial documents for WWR5. However, 2019 financial documents ARE required for the Convention Center grant program)*
Financial Documentation

- Applicable financial documents may include one or more of the following:
  - IRS form 1040 (sole proprietors) and the following: Schedule C, Profit and Loss from Business
  - IRS form 1065 Partnership Return (no K-1s required)
  - IRS form 1120 Corporation Return (no schedules required)
  - IRS form 1120S S Corporation Return (no K-1s required)
  - IRS Form 1099-MISC for independent contractors
  - IRS Form 990, 990EZ, or 990N for non-profits
  - For fiscally sponsored non-profits only: Profit and Loss Statement
Application review considerations

• Reduction in revenue or activity between 2019 and 2020
  • CCG Applications: may also consider size of business measured by 2019 revenue and reduction in revenue from 2019 compared to 2020/2021

• Recent Working Washington grants received

• For-profit and non-profit businesses operating in a distressed area (https://esd.wa.gov/labormarketinfo/distressed-areas) and/or owned by someone from a historically disadvantaged or underserved population
  • Consideration may be given to business owners who self-identify as a minority, Veteran, LGBTQ+ and/or women
    • For eligible non-profit businesses, their mission must provide support or services to underserved or underrepresented communities
  • Consideration may be given to eligible applicants whose physical business is located in one of the 15 counties identified by the state as a “distressed area” (https://esd.wa.gov/labormarketinfo/distressed-areas): Clallam, Jefferson, Grays Harbor, Mason, Pacific, Wahkiakum, Lewis, Cowlitz, Yakima, Grant, Franklin, Okanogan, Ferry, Stevens & Pend Oreille
Technical Support

• **August 15: Translated materials**
  • Translated materials available in 15 languages: Spanish, Vietnamese, Russian, Ukrainian, Tagalog, Somali, Korean, Arabic, Punjabi, Amharic, Khmer, Chinese (Mandarin), Lao, and Marshallese.

• **August 17: Portals open**
  • Email & Phone support in English, Spanish, Chinese (Mandarin), Russian
    • PHONE: (888) 242-0169
    • EMAIL: commercegrants@Submittable.com

*We encourage all applicants to email for the quickest response!*
Grant Program Details

• Partners: Washington Arts Commission (ArtsWA) and Submittable
• Program guidelines, eligibility criteria and FAQs available at: https://commercegrants.com

• General Timeline:
  • August 17 – September 9: Application portals will remain open for 24 days
  • Mid – late September: Review of applications
  • Early October: Commerce will notify grantees and disburse funding

Application portals will open the morning of Wednesday, August 17, 2022, and close Friday, September 9, 2022, at 5:00 PM PT
WHERE TO GO

commercegrants.com
• submit your application between August 17 – September 9, 2022
• read the Frequently Asked Questions (FAQ)
• get support in additional languages

sam.gov
• register for a UEI

arts.wa.gov/wwr5
• sign up for email updates
• download the free partner toolkit
Thank you!

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Working Washington 5 Grant

Application Walk Through

Thursday, August 18, 2022
9:00 a.m. - 10:30 a.m.


Learn more about the grant program including eligibility requirements at: https://www.arts.wa.gov/wwr5/
Email & phone support in English, Spanish, Chinese (Mandarin), Russian

Starting August 17th

PHONE: (888) 242-0169
EMAIL: commercegrants@Submittable.com

All applicants are encouraged to email for the quickest response!
OneEastside SPARK

OneEastside SPARK will be offering a series of in-person, small group meetings to assist organizations in East King County with their applications starting the week of August 22. Please stay tuned for more information.

CONTACT:
info@oneeastside.org
African Chamber of Commerce of the Pacific NW

The African Chamber of Commerce (ACCPNW) is available to assist organizations with linguistic and technical support for the Working Washington 5 Grant

CONTACT:
Emmanuel G. V. Dolo, gvdolo@gmail.com
Director of Programs
African Chamber of Commerce of the Pacific Northwest
BigHug Volunteers will help with the Working Washington 5 Grant application. If you have any difficulties with language or filling out the online application form, please contact BigHug.

**CONTACT:** BigHug (425) 477-9279, 1– 5 p.m.
Centro Cultural Mexicano
Si necesitas ayuda para clarificar dudas acerca de los lineamientos y requisitos de la subvención, El Centro Cultural Mexicano puede asistirte.

If you need help clarifying guidelines and the requirements of the grant, Centro Cultural Mexicano can assist you.

CONTACT: Marissa Corona, marissa@centroculuturalmexicano.org, or Mayra Muñoz mayra@centroculuturalmexicano.org  425-896-7067, 16300 Redmond Way, Suite 100, Redmond, WA 98052 www.centroculuturalmexicano.org
Chinese Chamber of Commerce in Washington State

CCCWA华盛顿州中国总商会做为此次活动的协办单位之一，供中文服务。

联系方式：电话 (206) 228-4158（如果没有马上接通电话，请留言，总商会工作人员会尽快回复。）微信：lili2999

The Chinese Chamber of Commerce of Washington State (CCCWA) is a resource for businesses to contact if they have questions about WW5.

CONTACT: Lili Lu, (206) 228-4158, WeChat: lili2999 NOTE: If not connected, you can leave a message and we will reply as soon as possible
El Centro de la Raza

El Centro de la Raza is available to help with the Working Washington 5 grant opportunity

CONTACT:
Victor Cerdeneta
Business Opportunity Center Specialist, Federal Way
(360) 986-7022
vcserrato@elcentrodelaraza.org
Indian American Community Services

Indian American Community Services (IACS) is available to help business owners and nonprofit leaders with the Working Washington 5 grant opportunity including getting your UEI.

CONTACT:
directorcommunity@iaww.org
(253) 234-9989 #5
Muslim Association of Puget Sound (MAPS)  
Small Business Resiliency Network (SBRN)

MAPS SBRN is available to assist organizations interested in the WW5 grant opportunity. They will be hosting a session on Thursday, August 19 from 2-5 p.m. for those needing hands-on assistance.

CONTACT:  
MAPS SBRN at smallbiz@mapsredmond.org