

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

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Washington State's Dept of Commerce & Arts Commission

Lynn Fetch (COM), Shannon Halberstadt (COM) & Michael Wallenfels (ArtsWA)

AUGUST 4, 2022



Washington State  
Department of  
**Commerce**



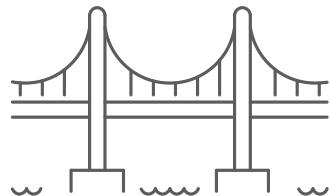
WASHINGTON STATE  
ARTS COMMISSION

# We strengthen communities

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**HOUSING  
HOMELESSNESS**



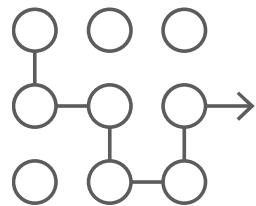
**INFRASTRUCTURE**



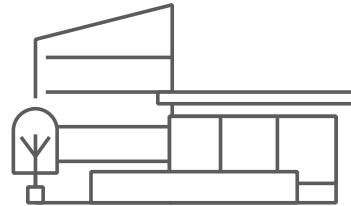
**BUSINESS  
ASSISTANCE**



**ENERGY**



**PLANNING**



**COMMUNITY FACILITIES**



**CRIME VICTIMS &  
PUBLIC SAFETY**



**COMMUNITY  
SERVICES**

# Agenda

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- Program Overviews
- Eligibility Criteria
- Application Requirements
- Review Considerations
- Technical Support Center
- General Timeline
- Additional Resources

# Working Washington Grants: Round 5

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- **\$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

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- 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

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- 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

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- **\$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

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- 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

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# Applicants will need the following

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- **To apply**
  - Active WA state Unified Business Identifier (UBI) number (business license, business registration, tax registration)
  - Employer Identification Number (EIN), is 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

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- 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

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- 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

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- **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](mailto:commercegrants@Submittable.com)

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

# Grant Program Details

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- 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**

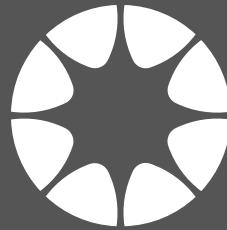
- sign up for email updates
- download the free partner toolkit

# Thank you!

Lynn Fetch

MANAGER, SMALL BUSINESS GRANTS

Lynn.fetch@commerce.wa.gov



Washington State  
Department of  
**Commerce**

[www.commerce.wa.gov](http://www.commerce.wa.gov)



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SMALL BUSINESSES & NONPROFITS  
**\$70 MILLION**  
In pandemic relief funds are now available

## Working Washington 5 Grant

### Application Walk Through

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

Register today: <https://bit.ly/WW5web2>

Learn more about the grant program including eligibility requirements at: <https://www.arts.wa.gov/wwr5/>



Washington State  
Department of  
Commerce





OneEastside  
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помощь

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Email & phone support in English,  
Spanish, Chinese (Mandarin), Russian  
*Starting August 17<sup>th</sup>*



Washington State  
Department of  
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**PHONE:** (888) 242-0169

**EMAIL:** [commercegrants@Submittable.com](mailto:commercegrants@Submittable.com)

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## 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](mailto:info@oneeastside.org)



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## 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](mailto:gvdolo@gmail.com)

Director of Programs

African Chamber of Commerce of the Pacific Northwest



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## BigHug / Korean American Resource Center (KARC)



주 상무부제공 제5차 월킹 와싱톤 신청서 지원은 빅허그  
봉사자들이 도움을 드릴것 입니다. 언어나 온라인 신청서  
작성시 어려움이 있으면 빅허그로 전화주세요. (425) 477-  
9279, 1 – 5 p.m.

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.



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## 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@centroculturalmexicano.org](mailto:marissa@centroculturalmexicano.org), or Mayra Muñoz [mayra@centroculturalmexicano.org](mailto:mayra@centroculturalmexicano.org) 425-896-7067, 16300 Redmond Way, Suite 100, Redmond, WA 98052 [www.centroculturalmexicano.org](http://www.centroculturalmexicano.org)



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## Chinese Chamber of Commerce in Washington State

CCCWA华盛顿州中国总商会被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*



**CCCWA**

Chinese Chamber of Commerce  
in Washignton State



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## El Centro de la Raza

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



### CONTACT:

Victor Cerdaneta

Business Opportunity Center Specialist, Federal Way

(360) 986-7022

[vcerrato@elcentrodelaraza.org](mailto:vcerrato@elcentrodelaraza.org)



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## 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](mailto:directorcommunity@iaww.org)

(253) 234-9989 #5





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## **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](mailto:smallbiz@mapsredmond.org)





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[www.OneEastside.org/SPARK](http://www.OneEastside.org/SPARK)