



Spokane Valley CARES

Small Business Grant

Q&A

Question	Answer
<p>Where does the funding come from for the Spokane Valley Cares Grant Program?</p>	<p>The funding for this program comes from \$1,241,138 in federal Coronavirus Relief Funds awarded to the City of Spokane Valley as part of the federal CARES Act. Spokane Valley City Council recently dedicated these funds to small business and nonprofit relief grants and contracted with Greater Spokane Valley Chamber of Commerce to administer the awards in cooperation with Innovia Foundation, and Greater Spokane Incorporated (GSI).</p>
<p>Where do I apply?</p>	<p>The application link will be live on our website https://spokanevalleychamber.org/svgrants on Monday, August 24, 2020.</p>
<p>How long will the application period be live?</p>	<p>The application period will be open beginning Monday, August 24 at 10:00 a.m. and close at 5:00 p.m. on Friday, September 4th.</p>
<p>When will recipients know if they have been selected for an award?</p>	<p>Awards will be announced between Tuesday, September 1 and Friday, September 4.</p>
<p>How long will it take to receive the funds?</p>	<p>Selected recipients can expect to receive the funds within 3-4 weeks of the application close date.</p>
<p>Does the business owner need to submit the application?</p>	<p>The business owner must certify the submission of the application and complete the attestation.</p>
<p>Are marijuana-based businesses eligible?</p>	<p>No, marijuana-licensed businesses in the state of Washington are not eligible for these federally funded grants (<i>Note: CBD is not the same as marijuana</i>).</p>
<p>Does the 18 or fewer employees include part-time employees?</p>	<p>If your business has part-time employees, please calculate the number of full-time equivalent (FTE) employees based on total part-time work activity. Business eligibility is based on number of full-time equivalents employed.</p>
<p>What expenses are classified as eligible expenses?</p>	<p>Grants are intended to reimburse the cost of business interruption caused by mandated closures or requirements resulting from the COVID-19 public health emergency.</p> <p>Eligible expenses may include:</p> <ul style="list-style-type: none"> • Payroll • Rent/Mortgage payments • Utilities • Vendor payments • Debt Services • Expenses related to shifts in operations to retain existing business or comply with safety requirements

<p>What expenses are classified as ineligible expenses?</p>	<ul style="list-style-type: none"> • Salary increases, bonuses, and dividends to owner(s) or investor(s) • Additionally, costs already reimbursed previously by federal programs (e.g. SBA Paycheck Protection Program) are ineligible for reimbursement through this grant award.
<p>Is this a first-come-first-served program?</p>	<p>No, the application will be open through September 4th, 2020 and all eligible applicants will be considered equally.</p>
<p>Who will decide which organizations receive funding?</p>	<p>Grant awards will be selected by a third-party lottery system. A Grants Committee comprised of a diverse group of community representatives will then review grant recipients based on application criteria as well as extent of business interruptions and financial impacts due to the COVID public health emergency to verify eligibility.</p>
<p>What kind of reporting will be required as a recipient of these funds?</p>	<p>There are no narrative reports required for recipients as part of this grant program. However, supporting receipts, invoices, bills and other similar documents or accounting records may be requested as part of a potential future audit. If information provided is found to be inaccurate or awarded grant amount exceeds eligible expenses or estimated losses, a grantee may be required to return funds.</p>
<p>What is the maximum grant award amount?</p>	<p>Grant awards will be made for up to \$7,158 for eligible small businesses.</p>
<p>What are the pre-qualifications to be eligible for the grant?</p>	<p>Refer to https://spokanevalleychamber.org/svgrants for eligibility requirements.</p>
<p>What counts as a COVID-19 related expenditure?</p>	<p>A variety of expenditures related to the COVID public health emergency may be eligible for this funding. Examples include, but are not limited to:</p> <p>Expenditures:</p> <ul style="list-style-type: none"> • Expenses for acquiring or distributing medical and protective supplies, including sanitizing products and personal protective equipment • Expenses for cleaning and disinfection of workplace or facilities • Expenses for quarantining individuals • Emergency financial assistance provided to individuals and families directly impacted by loss of income due to the public health emergency • Expenses for food delivery to vulnerable residents to enable compliance with public health precautions • Costs for additional staff hours to address new or enhanced direct care needs, or to replace volunteers rendered unavailable due to the public health emergency • Expenses for telework-related equipment or technology

	<ul style="list-style-type: none"> ○ Capital improvement projects incurred specifically to mitigate spread of the virus during this public health emergency (i.e. workplace re-configuration)
<p>How do I calculate FTE employees?</p> <p>What counts as a COVID-19 related expenditure?</p>	<p>Full Time Equivalent employees can be calculated by summing your total paid hours in a work week and dividing by 40. A variety of expenditures related to the COVID public health emergency may be eligible for this funding. Examples include, but are not limited to:</p> <p>Expenditures:</p> <ul style="list-style-type: none"> • Expenses for acquiring or distributing medical and protective supplies, including sanitizing products and personal protective equipment • Expenses for cleaning and disinfection of workplace or facilities • Expenses for quarantining individuals • Emergency financial assistance provided to individuals and families directly impacted by loss of income due to the public health emergency • Expenses for food delivery to vulnerable residents to enable compliance with public health precautions • Costs for additional staff hours to address new or enhanced direct care needs, or to replace volunteers rendered unavailable due to the public health emergency • Expenses for telework-related equipment or technology <p>Capital improvement projects incurred specifically to mitigate spread of the virus during this public health emergency (i.e. workplace re-configuration)</p>
<p>How do I know if my business or contractor license is in good standing with the WA State Department of Labor & Industries? How do I calculate FTE employees?</p>	<ul style="list-style-type: none"> • Search your business name here: https://secure.lni.wa.gov/verify/ Full Time Equivalent employees can be calculated by summing your total paid hours in a work week and dividing by 40.
<p>Where can I direct my additional questions? How do I know if my business or contractor license is in good standing with the WA State Department of Labor & Industries?</p>	<p>All questions can be directed to grantinfo@spokanevalleychamber.org . Search your business name here: https://secure.lni.wa.gov/verify/</p>
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