



**Spokane Valley CARES 2.0**

**Non-Profit Grant**

**Q&A**

Question	Answer
<p><b>Where does the funding come from for the Spokane Valley Cares Non-Profit Grant Program?</b></p>	<p>The funding for this program comes from an approximately \$1.2 million 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><b>How does my organization apply for this funding?</b></p>	<p>The application link will be live on our website <a href="https://spokanevalleychamber.org/svgrants">https://spokanevalleychamber.org/svgrants</a> on Monday, October 12, 2020. Nonprofit representatives should view eligibility criteria and qualified applicants will create an organizational profile to begin the application process.</p>
<p><b>How long will the application period be live?</b></p>	<p>The application period will be open beginning Monday, October 12 at 10:00 a.m. and close at 5:00 p.m. on Wednesday, October 21.</p>
<p><b>Who is eligible to apply?</b></p>	<ul style="list-style-type: none"> <li>• non-profit businesses must provide at least 18.65% of their total services within the boundaries of the City of Spokane Valley</li> <li>• Must be a federally recognized 501c(3)</li> <li>• Organization established on or before March 1, 2020</li> <li>• Have a minimum \$10,000 current annual operating budget</li> <li>• Have <b>not</b> permanently ceased operations</li> <li>• In good standing with the WA State Secretary of State and the Department of L&amp;I</li> <li>• Demonstrate expenditures/losses due to COVID-19 between March 1, 2020 and November 30, 2020</li> </ul>
<p><b>How much is my organization eligible to apply for?</b></p>	<p>Organizations are eligible to request an amount equal to all actual expenditures/losses and estimated future expenditures/losses incurred due to COVID-19 from March 1, 2020 through November 30, 2020, less any other federal emergency loans or grants received, or that you anticipate receiving, to meet these same needs/expenditures. Awards are capped at \$7,158 per organization and awards may be prorated as necessary to meet needs reported by applicants. It is anticipated that this program will not meet 100% of reported need from the sector.</p>

<p><b>What counts as an expenditure and/or loss due to COVID-19?</b></p>	<p>A variety of expenditures or losses related to the COVID public health emergency may be eligible for this funding. Examples include, but are not limited to:</p> <p><b>Expenditures:</b></p> <ul style="list-style-type: none"> <li>• Expenses for acquiring or distributing medical and protective supplies, including sanitizing products and personal protective equipment</li> <li>• Expenses for cleaning and disinfection of workplace or facilities</li> <li>• Expenses for quarantining individuals</li> <li>• Emergency financial assistance provided to individuals and families directly impacted by loss of income due to the public health emergency</li> <li>• Expenses for food delivery to vulnerable residents to enable compliance with public health precautions</li> <li>• 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</li> <li>• Expenses for telework-related equipment or technology</li> <li>• Capital improvement projects incurred specifically to mitigate spread of the virus during this public health emergency (i.e. workplace re-configuration)</li> </ul> <p><b>Net Losses:</b></p> <ul style="list-style-type: none"> <li>• Net losses due to cancellation of fundraising events (resulting from stay-at-home orders or to promote social distancing)</li> <li>• Net losses due to reduced earned revenues (e.g. ticket sales, memberships) because of business or facility closures due to stay-at-home orders or to promote social distancing</li> <li>• Net losses due to reduced earned revenues because of decreased public demand or change in organizational activity resulting from the public health emergency</li> </ul>
<p><b>How can my organization demonstrate expenditures or losses related to COVID-19?</b></p>	<p>The spreadsheet included with the application material provides four worksheets with eligible reimbursement categories: actual expenses, actual net losses, projected expenses and projected net losses. All financial impacts must be related to the COVID public health emergency and must occur between March and December 2020. If you need further assistance, please email <a href="mailto:info@innovia.org">info@innovia.org</a>.</p>
<p><b>Is this a first-come-first-served program?</b></p>	<p>No, the application will be open through October 21, 2020 and all eligible applicants will be considered equally.</p>
<p><b>Who will decide which organizations receive funding?</b></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>

<b>When will recipients know if they have been selected for an award?</b>	Awards will be announced between Wednesday, November 11 and Friday, November 13.
<b>If an organization is awarded funding, for what purpose can these grants be used?</b>	Based on current guidance, if funding is awarded for past eligible losses or expenditures then grant dollars are treated as reimbursement and can be used for any purposes consistent with the organization’s mission. If funding is awarded for future projected expenses then it must be used specifically for those expenses. Projected expenses must be incurred before November 30, 2020.
<b>When will these grant dollars be distributed?</b>	Selected recipients can expect to receive the funds within 4-5 weeks of the application close date.
<b>Who is ineligible to apply for this program?</b>	<p>The following organizations are NOT eligible to apply for this funding:</p> <ul style="list-style-type: none"> <li>• K-12 schools (including charter, public, private)</li> <li>• Colleges and universities</li> <li>• Hospitals, medical research, and healthcare entities that bill for clinical treatment</li> <li>• Professional societies and associations</li> <li>• Grantmaking foundations and charitable trusts</li> <li>• Fraternal organizations</li> </ul> <p>Churches or religious organizations, except for specific programs with direct service offered to general public without regard to faith, affiliation, religious belief or practice, and that are provided in a non-discriminatory way that benefits the larger community</p>

<p><b>If my organization is not a stand-alone 501(c)(3) and relies upon a fiscal sponsor are we still eligible to submit an application?</b></p>	<ul style="list-style-type: none"> <li>No, organizations must be a registered 501(c)(3) to be eligible. If you have questions or would like to discuss this further, please send an email to <a href="mailto:info@innovia.org">info@innovia.org</a>.</li> </ul>
<p><b>What if my organization received a PPP loan or other federal funds, or expects to receive other federal funds? Am I still eligible to apply?</b></p>	<p>Yes, however you will be asked to specify how much you received, or expect to receive, in other federal emergency related loans or grants. There is no “double dipping” — this program can fund only remaining expenses or losses not covered by other federal funds.</p>
<p><b>What kind of reporting will be required as a recipient of these funds?</b></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><b>Is there a deadline for the grant funds to be expended?</b></p>	<p>The language of the CARES Act requires that all expenses or revenue losses must be incurred by or before November 30, 2020 to be allowable as the basis for an award. If funds are awarded to compensate for revenue losses that are actual or estimated will occur before November 30, there is no specific timeframe for nonprofits to expend these funds. Money awarded for estimated expenses must be spent by November 30, 2020.</p>
<p><b>Who do I call if I have a question about my application?</b></p>	<p>Email any question to <a href="mailto:info@innovia.org">info@innovia.org</a> — please be sure to include your contact information and your organization’s name in the subject line. For assistance, you may also call 1-509-624-2606.</p>