



STATE OF WASHINGTON

OFFICE OF FINANCIAL MANAGEMENT

Insurance Building, PO Box 43113 • Olympia, Washington 98504-3113 • (360) 902-0555

April 20, 2020

Lisa Brown, Director
Department of Commerce
Mail Stop 42525
Olympia, WA 98504-2525

Dear Director Brown:

Pursuant to Chapter 7, Laws of 2020, I hereby allocate \$5.0 million from the Disaster Response Account to the Economic Development Strategic Reserve Account for the Office of the Governor to continue the Working Washington Small Business Grant program administered by the Department of Commerce. These grants of up to \$10,000 are available to businesses that have up to ten employees and have been in business for at least one year.

Using expenditure authority code 6C0, please submit the required allotment amendment packet to the Office of Financial Management using the "Operating Allocation" packet type. If you receive any federal funding for this purpose, report the amount and fund source to OFM so we can appropriately account for it.

We appreciate your vital efforts in responding to this health crisis. If you have any questions, please contact Nona Snell, Assistant Director for Budget, at (360) 902-0542 or nona.snell@ofm.wa.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Schumacher".

David Schumacher
Director

cc: Charlie Gavigan, Staff Coordinator, House Appropriations Committee
Michael Bezanson, Staff Coordinator, Senate Ways and Means Committee
Nona Snell, Assistant Director for Budget, Office of Financial Management
Cheri Keller, Senior Budget Assistant, Office of Financial Management
Gwen Stamey, Budget Assistant, Office of Financial Management
Martin McMurry, CFO, Department of Commerce