



STATE OF WASHINGTON

OFFICE OF FINANCIAL MANAGEMENT

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

December 1, 2020

Lisa Brown, Director  
Department of Commerce  
1011 Plum Street SE  
Olympia, WA 98504

Dear Director Brown:

Pursuant to enactment of the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act (P.L. 116-136), I hereby allocate \$50,000,000 to the Department of Commerce from General Fund-Federal (Coronavirus Relief Funds) for the following purposes:

- Business and nonprofit organization assistance with rent, mortgage, utilities, and other business expenses, \$30,000,000
- Historically disadvantaged small business owners, \$18,000,000
- Small business resiliency technical assistance contractors, \$2,000,000

According to guidance issued by the federal government on the Coronavirus Relief Funds, for a cost to be considered to have been incurred, the performance or delivery must take place by December 30, 2020, but payment can occur up to 90 days afterwards.

The Office of Financial Management has approved this allocation in Unanticipated Receipt #0171. Using expenditure authority code 7Z0, please submit the required allotment amendment packet to OFM using the "Operating Allocation" packet type.

We appreciate your continued efforts in responding to this health crisis. If you have any questions, please contact OFM Budget Operations at (360) 902-0555 or [budget.operations@ofm.wa.gov](mailto:budget.operations@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  
Martin McMurry, Chief Financial Officer, Department of Commerce