



STATE OF WASHINGTON

OFFICE OF FINANCIAL MANAGEMENT

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

November 18, 2020

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

Dear Director Brown:

On April 20, 2020, I allocated \$5.0 million from the Disaster Response Account to the Department of Commerce pursuant to the enactment of Engrossed House Bill 2965, related to the state's response to COVID-19, 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.

I hereby reduce this allocation to \$0, and pursuant to enactment of the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act (P.L. 116-136), allocate \$5.0 million to the Department of Commerce from General Fund-Federal (Coronavirus Relief Funds) for the same purpose.

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 #0166. Using expenditure authority code 7Z0 for General Fund-Federal (Coronavirus Relief Funds) and expenditure authority code 6CO for the Disaster Response Account reduction, please submit the required allotment amendment packet to OFM using the "Operating Allocation" packet type.

If you have any questions, please contact OFM Budget Operations at (360) 902-0555 or 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, CFO, Department of Commerce