

# Washington Small Business Emergency Grant

## Use of Funds Breakdown

Explain how funds will be used to help the business. This information can help Commerce ensure that the expenses proposed are eligible for reimbursement. Applications without a list of proposed expenses will be considered incomplete.

**Include outstanding invoices, if possible.**

<b>Business Name:</b>	
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Business Expense Description	\$ Amount	Total
<b>Grand Total of Grant Request</b>		<b>\$</b>

**Allowable Expenses:** Funding can be used towards traditional SRF expenses, such as consulting, marketing, and training. In addition, this emergency grant can be used towards operational expenses, such as rent, supplies/inventory, utility bills, etc. Operating expenses are eligible for reimbursement. Please consult with Commerce if an expense is not on this list.

**Unallowable Expenses:** Payroll cannot be reimbursed via this grant program. Please direct all payroll needs to Employment Security Department. The following expenses are not eligible: capitalized equipment, travel, office equipment, and computer software.