

SEWEDA
Southeast Washington Economic Development Association

Asotin County Nonprofit Grant Rules and Expenses

Grant Rules:

- The Asotin County Nonprofit Grant Application and Expense Detail Spreadsheet can be found at www.seweda.org. You may fill out and upload any documents on the website or you may print out and mail your paperwork to:

SEWEDA
845 Port Way
Clarkston, WA 99403

- Please submit Grant Application and Expense Detail Spreadsheet with attached invoices **no later than November 1st, 2020.**
- Nonprofit businesses may not be reimbursed by multiple funders for the same cost (double-dipping), and this principle also applies to any recipients of CARES funding: **No duplicate payments or supplanting of other costs is allowed.**

Eligible Criteria:

- A nonprofit business based in Asotin County.
- Must have an active Washington State UBI number prior to March 1, 2020
- Must be active and in good standing with the Washington State Secretary of State, Department of Revenue, and Department of Labor and Industries
- Business must be negatively impacted by the COVID-19 emergency

Ineligible Criteria:

- Entities with legal actions against or from the county, including code enforcement liens
- Nonprofit businesses that are currently debarred
- Nonprofit businesses that have filed for bankruptcy

Eligible and Ineligible Expenses List:

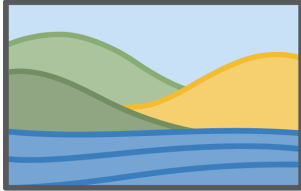
Eligible Expenses:

Operational expenses

Rent and mortgage (that is in the business name only)

Business Vehicles transportation and payments (that are in the business name only. Think

Plumbing service trucks)



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Supplies
Inventory
Utility Bills
Consulting Expenses
Marketing Expenses
Training

Ineligible Expenses: these will not be reimbursed

Payroll (if PPP was previously used)
Benefits, i.e., medical/dental insurance, 401K contributions etc.
Travel
Bills for taxes including County property tax and State Excise, B&O or Sales tax
Federal or State Expenses – including professional licenses and driver’s licenses
Land Acquisition – this pertains to new land acquisition
Office equipment – desks, chairs, tables, file cabinets, and cubicle wall structures.
Equipment - Equipment is defined, by the Office of Financial Management (OFM), as something that would last more than a year.

<https://www.ofm.wa.gov/accounting/saam/glossary#e>

Purchase/Lease of Equipment-this includes computers, laptops, tablets, monitors, printers, multi-function copier/printers, computer related software (unless they are supplies used as part of your business service (resale items), i.e. selling computers, selling software etc.)

Software as a Service (SaaS): these are usually cloud based software applications that many medical, dental, chiropractors, and massage therapists use, in addition to beauty salons and tattoo businesses. They often include scheduling applications (online), billing applications, and Customer Service Relationship (CSR) management products as well. They are considered software and are not an eligible expense.

Alcohol – not eligible for hosted events etc., like a business meeting expense, during travel, at dinners, as gifts, or for a retirement party. It is however eligible for a business that either uses alcohol as part of a manufacturing process or sells it as a retail item the way a winery, brewery, restaurant, bar, or pub would sell to customers.

Hosting Expenses
Meals – business meetings.
Lodging
Transportation
Lobbying or political influence
Possibly other costs not directly related to the operations of business