

**BUSINESS DISTRICT WEBINAR**

# **NEIGHBORHOOD ECONOMIC RECOVERY FUND COMMUNITY INFORMATION SESSION**

SEATTLE  
CITY HALL



# Housekeeping Items

- Today's webinar is being recorded and is scheduled to last 60 minutes, including Q & A
- Questions can be submitted at any time in the Q&A box.
- Chat is limited to presenters.
- Slides and a recording of this presentation will be emailed.

# Agenda



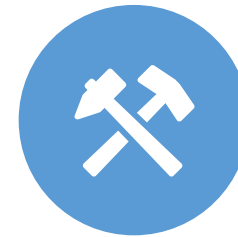
WELCOME



NER GRANT  
GUIDELINES



FLUXX GRANT  
SYSTEM TRAINING



COMING SOON –  
NEW OED  
RESOURCES



QUESTIONS

# Seattle Rescue Plan

# \$128 MILLION



Housing &  
Homelessness

**\$49.2**  
MILLION



Community & Small  
Business Recovery

**\$23**  
MILLION



Community  
Well-Being

**\$41.5**  
MILLION



Community Assistance  
& Programming

**\$7**  
MILLION



Reopening City  
Programs & Services

**\$7.6**  
MILLION

SEE LINK  
BELOW TO  
READ MORE  
ABOUT THE  
SEATTLE  
RESCUE PLAN  
ALLOCATIONS

<https://council.seattle.gov/2021/06/21/seattle-city-council-mayor-durkan-jointly-applaud-successful-passage-of-seattle-rescue-plan/>

# Community & Small Business Recovery \$23M

- \$7.5M Small Business Direct Financing and Grants
- \$1M Business Technical Assistance
- \$3M Commercial Affordability – Tenant Improvements
- \$2M Downtown Recovery
- \$1.3M Workforce Retraining & Apprenticeships, Youth Employment Internships
- \$3M grants for arts/culture nonprofits and community orgs (Office of Arts & Culture)
- **\$5.5M Neighborhood Economic Recovery**



**Community & Small  
Business Recovery**

**\$23  
MILLION**

# Neighborhood Economic Recovery

## INTENDED RESULTS

- Neighborhoods and communities rebound from the impacts of COVID-19 and thrive.
- Entrepreneurs and small businesses can recover from the impacts of COVID-19, stabilize and grow their businesses.



# Grants

- **At least \$1.2 million available**
- **Minimum awards of \$10,000, Maximum \$100,000**
- **Contracts could start as early as November or December 2021**
- **Awards must be under contract by May 1, 2022**
- **Must be spent, billed and completed by December 15, 2023**



# Eligible Projects

Make a direct link from the impacts of the pandemic that **your neighborhood experienced** **TO** how **your project** supports your neighborhood **to recover** from those impacts.



After what had transpired, I realized that no matter how bad the situation is, don't give up on hope. Our community is strong and is there to support you if you need help. I thank you, our community for lending me a helping hand when I was struggling. I would like to do the same if anyone needs my help.







# Public & Commercial Space Activation

Examples: outdoor seating, retail/vendor markets, public art displays, music events, community events and commercial space popups

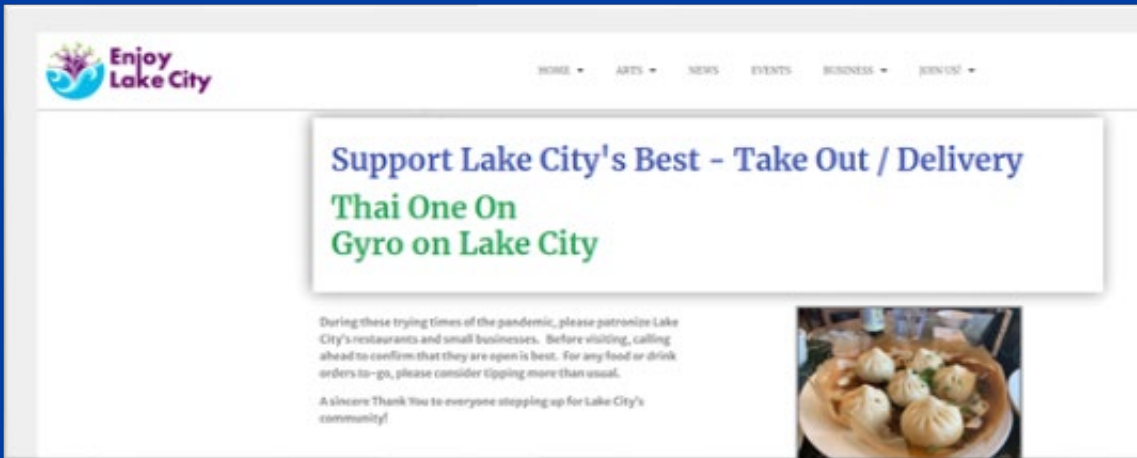
# Digital Equity/Access

**Examples:**  
neighborhood digital marketplaces for local small businesses, point of sale systems and support, helping businesses set up websites, social media, etc.

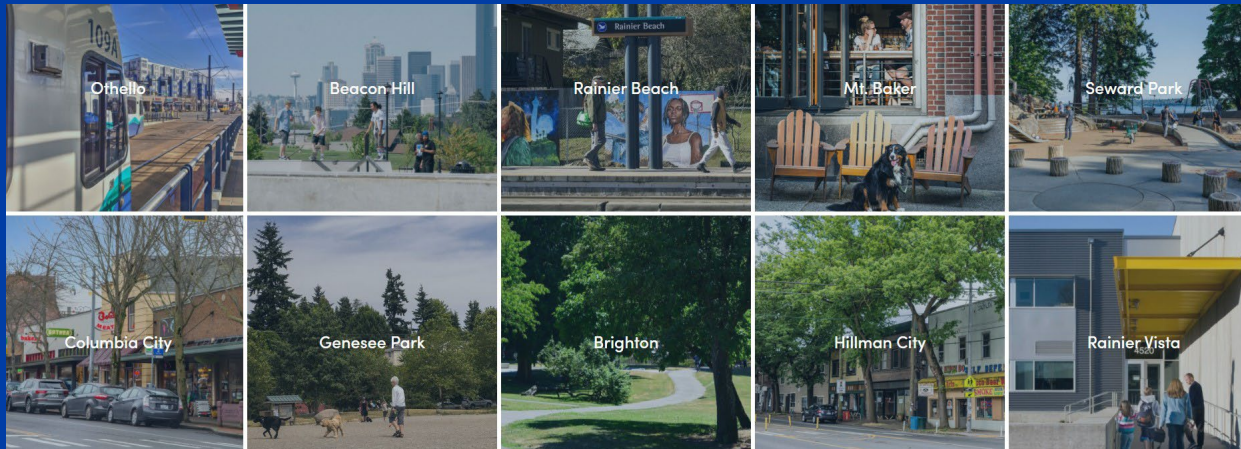




# Communications - Not Marketing



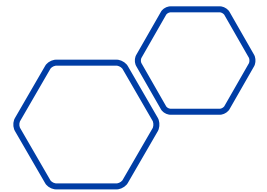
Examples: websites, social media platforms, and contact databases to circulate community news and resources, and share information about local businesses and events to spur economic and social activity within a neighborhood





## Physical Improvements - Beautification

Examples: lighting, murals, façade to improve the quality of a neighborhoods physical space for the benefit of businesses, residents, and visitors

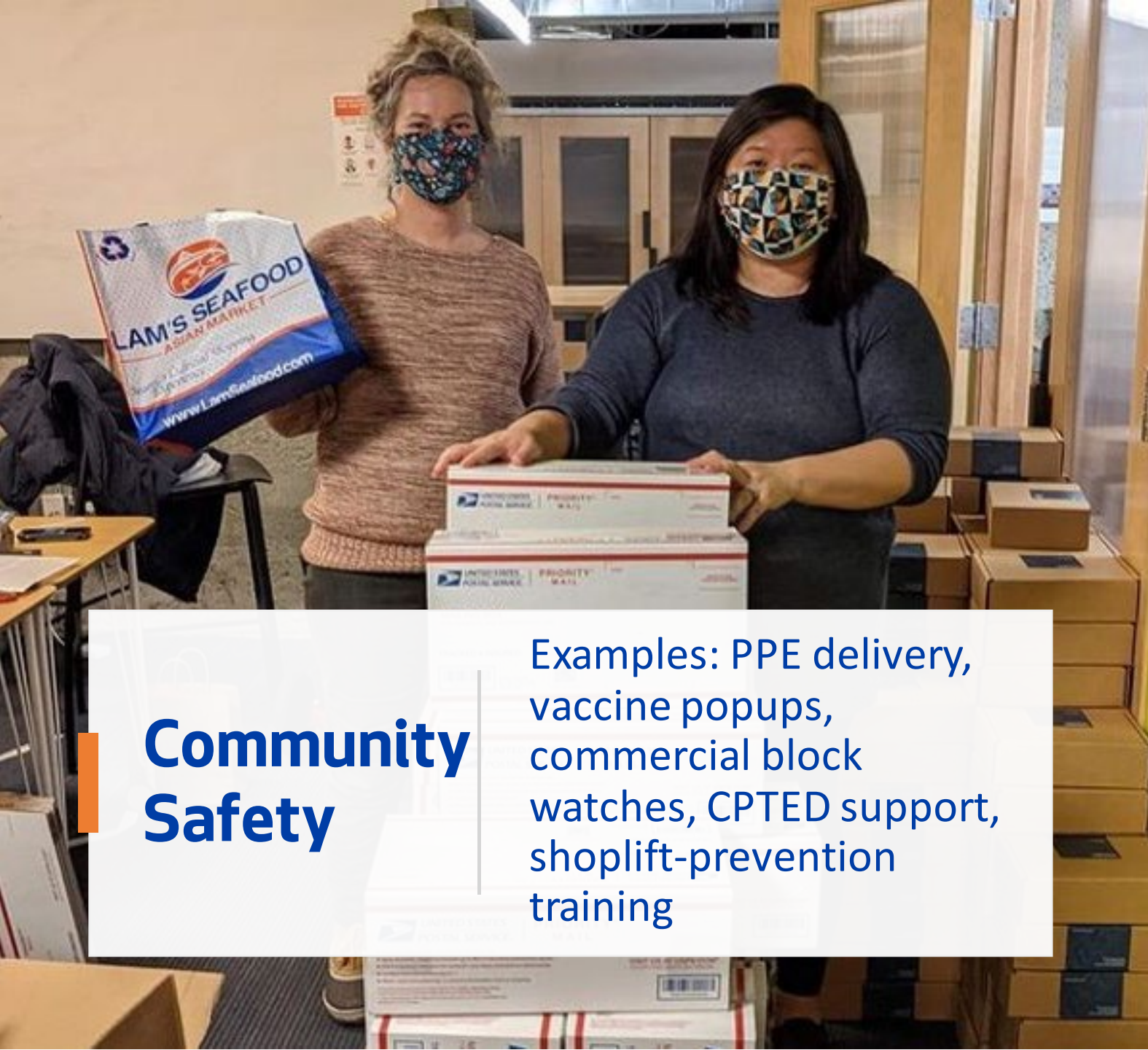




# Physical Improvements - Cleaning

Examples: sidewalk cleaning, graffiti paint out, garbage pickup, etc. to bring the quality of a neighborhood's physical space back for the benefit of businesses, residents, and visitors





## Community Safety

Examples: PPE delivery, vaccine popups, commercial block watches, CPTED support, shoplift-prevention training



## U-DISTRICT VACCINE POP-UP

**When:** Friday, May 7,  
12-5PM

**Where:** 43rd / The Ave  
(in front of Kai's)



# Outreach and Technical Assistance

Examples: business outreach to share resources, technical assistance with business grants and COVID requirements, translation of materials, in language business support



# Review Criteria

- **Equity:** Projects serving high COVID impacted neighborhoods and/or projects focusing support for BIPOC businesses and communities.
- **Neighborhood Economic Recovery:** Projects helping businesses and communities recover economically from COVID impacts and stimulating economic activity.
- **Community Supported:** Projects directed by and directly benefiting the community.



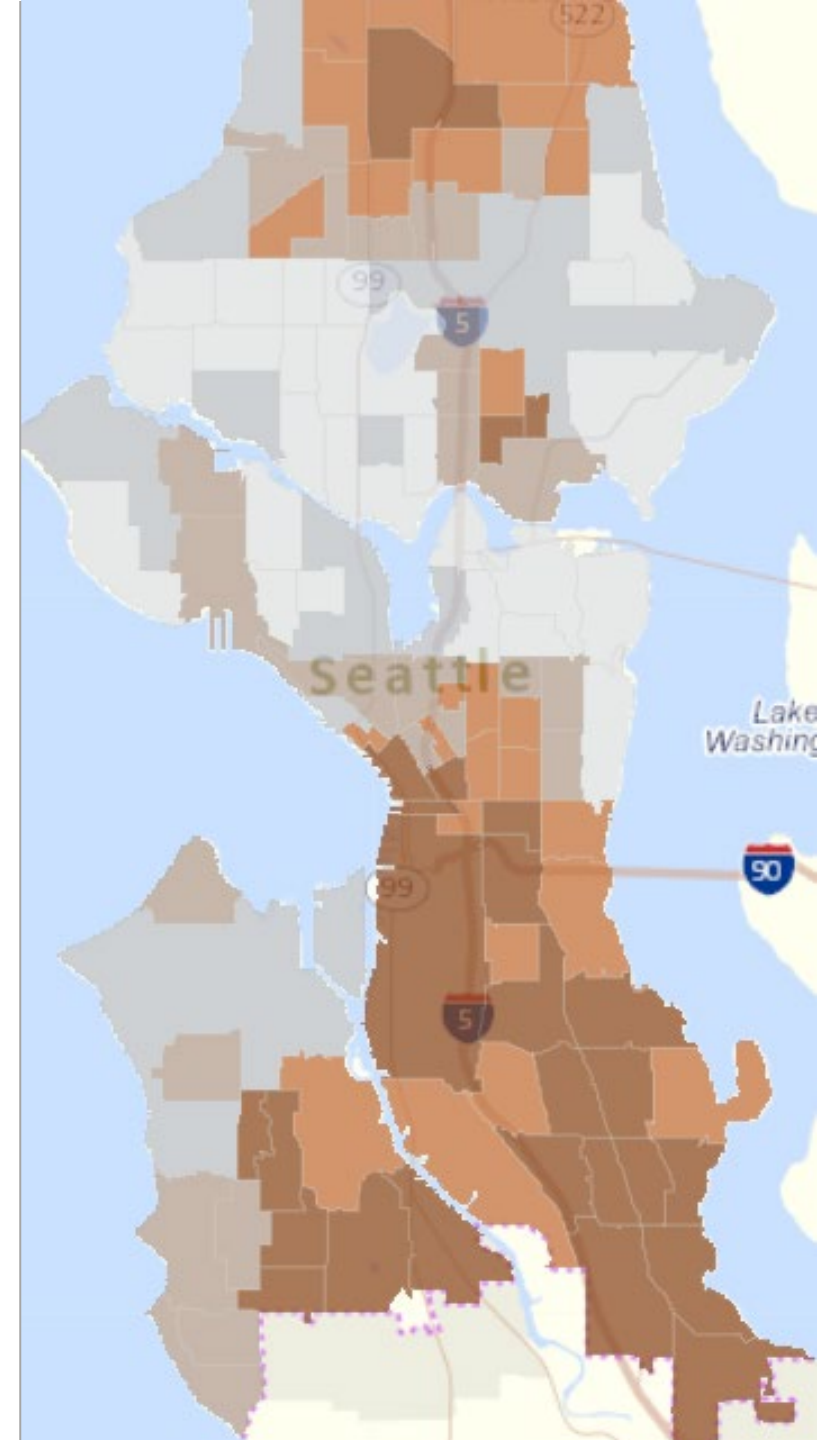
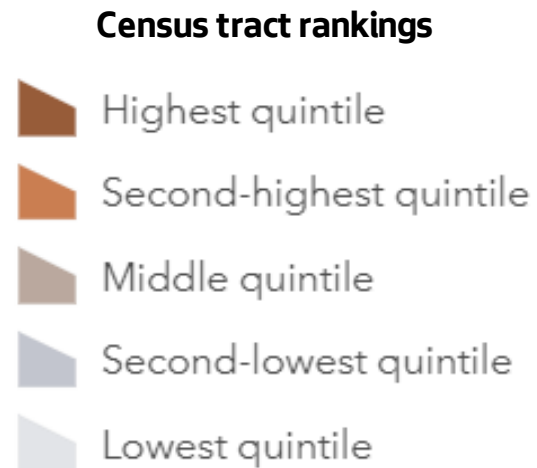


# COVID Impacts

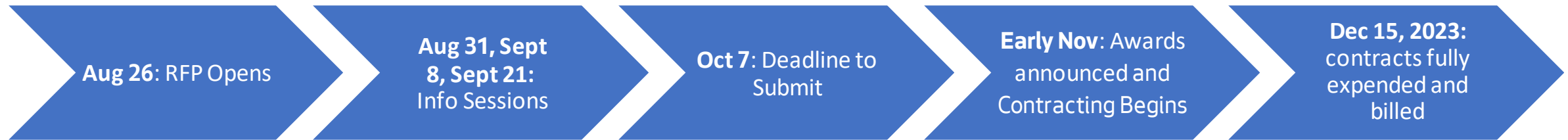
## Highly Impacted Census Tracts

### Based on:

- Racial and Social Equity Index
- Displacement Risk Index
- COVID-19 case rates
- Business impact data



# NER Application Timeline



# RFP Information Sessions

- **Mon, August 31, 2021:** 12:00-1:00 pm Online ([Webex Link](#))
- **Wed, September 8, 2021:** 6:00-7:00 pm Online ([Webex Link](#))
- **Tuesday, September 21, 2021:** 10:00-11:00 am Online ([Webex Link](#))

Online sessions will be recorded and posted to OED's website



# Best Practices

- ✓ Community-based solutions for Neighborhood Economic Recovery
- ✓ Coordinate with your neighborhood partners to minimize duplication
- ✓ Leverage resources and expertise for your neighborhood
- ✓ Be prepared for documentation and reporting requirements for this federal funding

# Federal Funding Requirements

Coronavirus Local Fiscal Recovery Fund (CLFRF) established under the American Rescue Plan Act (ARPA)

## Uniform Administrative Requirements

- Internal controls over financial transactions (*ie. financial policies and procedures*)
- Track time and expenditures for this grant separately (*not double charging time on different grants*)
- Audit Requirements for Federal Awards (*orgs receiving 750K+ in federal funds will need to be audited*)

## Davis Bacon Act applies

## Cost Principles: Expenses not allowed

- Advertising and marketing
- Alcohol
- Entertainment
- Equipment and Capital expenditures over \$5,000 per unit

## DUNS Number Required



# Application Instructions

1. Review the Funding Opportunity Guidelines and Requirements
2. Read the Application Instructions
3. Read the FAQs
4. Write the answers to the application in a separate document.
5. Register in the online grant portal

Fluxx [https://seattle.fluxx.io/user\\_sessions/new](https://seattle.fluxx.io/user_sessions/new)

6. Start your application



# Application Questions

## COVID Impacts:

- Financial hardships your community and/or your organization faced resulting from COVID-19 pandemic and closure.
- What problem/issue are you trying to solve with your project?

## Project Summary:

- How will your proposal address the impacts from COVID and contribute to the City's equitable recovery results:
  - Neighborhoods and communities rebound from the impacts of COVID-19 and thrive.
  - Entrepreneurs and small businesses can recover from the impacts of COVID-19, stabilize and grow their businesses.
- Clearly outline how you will center racial equity in support of Black, Indigenous and People of Color (BIPOC) business owners and/or BIPOC communities and how you will help businesses and communities recover economically from COVID impacts and stimulate neighborhood economic activity.



# Application Questions

- **Project Neighborhood**
- **Project Location (more specific than neighborhood)**
- **Community Supported**

*Describe how you and/or your organization is representative of and/or has a demonstrated history of being connected to the community your proposal seeks to serve. You can list other community-based organizations that are working on the project with you, list individuals in your group and their community affiliations and list examples of your work within this community.*

- **Project Budget + Budget Narrative**
- **Documents: OPTIONAL:** *You can attach documents that support your application such as more details about your organization, your COVID impacts, project plans, design plans, examples of your previous experience in the community, or support letters from community partners.*





# How to Apply

## City of Seattle's Grants Portal



Welcome to the City of Seattle's Grants Portal

Login Now:

[Reset or create password](#)

**New to the Grants Portal?**

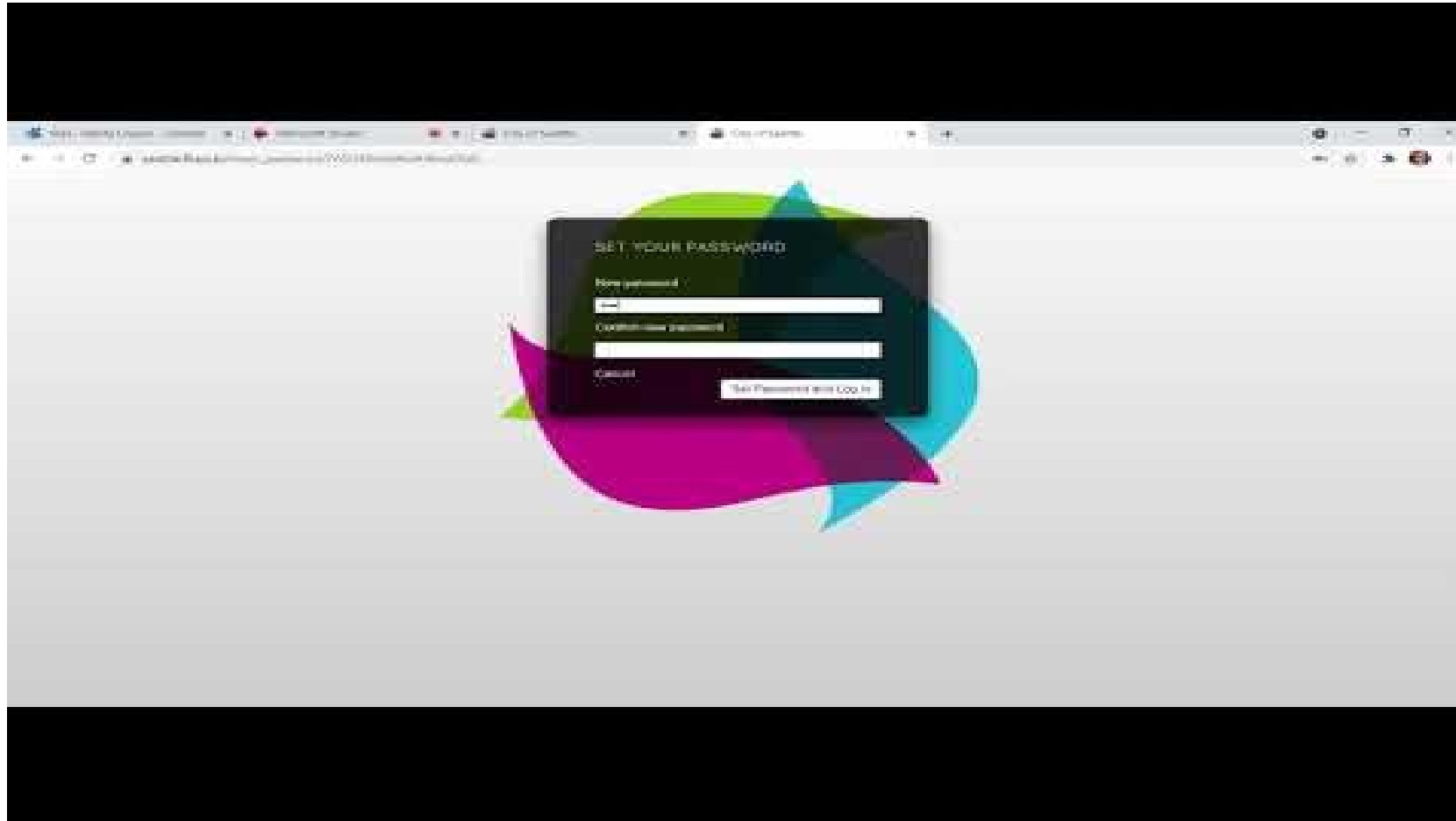
**Create Your Profile**

In order to be considered for funding, the first step is for you to register with our grant making software. Please click on the "Create an account Now" button below to start.

You will not be able to edit your profile after submission, so please ensure you have entered accurate information (including email address) when completing the registration form.

After submitting the registration form, you will receive an email notification from City of Seattle with login information and steps to set your password. This will

# How to Set Up a User Account in Fluxx



# Starting an Application

- ✓ Find and click on Office of Economic Development
- ✓ Scroll down and click green Apply Now button
- ✓ Fill in application

The screenshot shows a web browser at the URL `seattle.fluxx.io/dashboard/index`. The page header includes the Seattle logo and the text "Office of Economic Development". The main content area contains information about the Neighborhood Economic Recovery Fund, a link to visit the OED website, contact information for OED, and a list of eligible projects. At the bottom right, there is a prominent green "Apply Now" button. A green arrow on the left points to the "Office of Economic Development" link in the sidebar, and another green arrow on the right points to the "Apply Now" button.

Seattle

Office of Economic Development

The Neighborhood Economic Recovery Fund supports community-led strategies to reignite the local economy and recover from COVID impacts with an intentional focus on promoting racial equity. This Request for Proposals (RFP) is funded through the Coronavirus Local Fiscal Recovery Fund (CLFRF) established under the American Rescue Plan Act (ARPA).

[Visit the OED website for more information, ADA Accommodations and Language Access.](#)

If you need assistance in completing the application or have questions, please contact OED at [oed@seattle.gov](mailto:oed@seattle.gov) or (206) 684-6000

Examples of Eligible Projects include but are not limited to:

- **Public and commercial space activations:** outdoor seating, retail/vendor markets, public art and music, community events and commercial space pop-ups
- **Business digital equity projects:** neighborhood digital marketplaces
- **Communications infrastructure:** websites, social media, and contact databases to promote community news and resources, and share stories of local businesses and events
- **Physical improvements:** lighting, sidewalk cleaning, murals, facade improvements
- **Community safety projects:** business block watches, community organizing
- **Outreach** to support businesses, build partnerships and shared vision, and
- **Other economic recovery projects** specific to neighborhood needs

Minimum grants will be \$10,000, Maximum grants of \$100,000

Application Timeline:

- **October 7, 2021, 5:00 pm:** Deadline for submitting an application.
- **Late October 2021** – applications are reviewed and decisions made
- **Early November 2021** – grant awardees will be notified.

Information Sessions:  
Info Session 1 Online, August 30, 2021  
Info Session 2: Online or in Person TBD, September 8, 2021  
Info Session 3: Online, September 21, 2021

[Application Instructions](#)  
[Program Guidelines](#)

Questions? Contact us:  
Theresa Barreras (206) 684-4505, [theresa.barreras@seattle.gov](mailto:theresa.barreras@seattle.gov)  
Heidi Hall (206) 661-2135, [heid.hall@seattle.gov](mailto:heid.hall@seattle.gov)  
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Philip Sit (206) 356-2068, [Philip.Sit@seattle.gov](mailto:Philip.Sit@seattle.gov)

Apply Now

**Kowen Co (OED Test)**

Office of Economic Development: Only in Seattle Application

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**Project Title:**

ID: OED S-202107-00391	Project Manager:
Contract Number:	
Business District:	Amount Requested:

**Please note:** The portal does not autosave; therefore, you must click the [Save] button to ensure your data will not be lost.

If you are unable to submit your application, please look for red highlighted section(s) to fix.

**Your application is in progress.**

You can save and work on the application up until you submit. Submitting for Preliminary Review will allow the Project Manager to review and send back. Once you submit for Final Review, the application can no longer be adjusted.

▼ Table of Contents

- Organization/Community Group Information
- Full Application
- Project Budget for Grant Request
- Documents



# Save as you go

✓ The portal DOES NOT autosave; therefore, you must click the [SAVE] button to ensure your data will not be lost.

# Continuing an Application

- ✓ Click Pending Requests
- ✓ Any pending applications will show up in the middle section. Click on the one you want to edit.
- ✓ Click Edit to start editing
- ✓ You can also Withdraw, Submit for Preliminary Review (before the deadline) and Submit for Full Review
- ✓ You can also print your application

The screenshot displays the Seattle FLUXX application dashboard. The left sidebar contains a navigation menu with categories: INFORMATION, ORGANIZATIONS / COMMUNITY GROUPS (1), PEOPLE (1), APPLICATIONS (8), and GRANTS / CONTRACTS (1). The 'APPLICATIONS (8)' section is expanded, showing 'Pending Requests (1)', 'Requests to Edit', 'Submitted Requests (2)', and 'Contract Revisions (2)'. A green arrow points to the 'Pending Requests (1)' link. The main content area shows a search bar and a list of applications. The first application is 'Kowen Co (OED Test)' with details: 'OED: Neighborhood Economic Recovery NER Application', ID: OED S-202107-00391, Contract Number, Project Manager, Project Title, Amount Requested, and Status: Application in Progress. A green arrow points to the 'Edit' button in the top right corner of the application card. Below the application list, there is a section for 'Kowen Co (OED Test)' with fields for Project Title, ID, Contract Number, Project Manager, Project Neighborhood, and Amount Requested. A green arrow points to the 'Edit' button in the top right corner of this section. Below this section, there is a green box with the text: 'Your application is in progress. You can save and work on the application up until you submit. Submitting for Preliminary Review will allow the Project Manager to review and send back. Once you submit for Final Review, the application can no longer be adjusted.' Below this box, there is a 'Status' section with a blue bar indicating 'Application in Progress'. Below the status section, there is a 'Table of Contents' section with links for 'Organization/Community Group Information', 'Full Application', 'Project Budget for Grant Request', and 'Documents'. Below the table of contents, there is an 'Organization/Community Group Information' section. At the bottom of the dashboard, there are three buttons: 'Withdraw', 'Submit For Full Review', and 'Submit For Preliminary Review'. A green arrow points to the 'Submit For Preliminary Review' button.

seattle.fluxx.io/dashboard/index

Search... 1 Update Available

**Kowen Co (OED Test)**  
**OED: Neighborhood Economic Recovery NER Application**  
 ID: OED S-202107-00391  
 Contract Number:  
 Project Manager:  
 Project Title:  
 Amount Requested:  
 Status: Application in Progress

**Kowen Co (OED Test)**  
 Office of Economic Development: Neighborhood Economic Recovery Application

**Project Title:**  
 ID: OED S-202107-00391 Project Manager:  
 Contract Number: Amount Requested:  
 Project Neighborhood:

**Kowen Co (OED Test)**  
 Office of Economic Development: Only in Seattle Application

**Project Title:**  
 ID: OED S-202107-00391 Project Manager:  
 Contract Number: Business District: Amount Requested:

Your application is in progress.  
 You can save and work on the application up until you submit. Submitting for Preliminary Review will allow the Project Manager to review and send back. Once you submit for Final Review, the application can no longer be adjusted.

Status: Application in Progress

▼ Table of Contents  
 Organization/Community Group Information  
 Full Application  
 Project Budget for Grant Request  
 Documents

▼ Organization/Community Group Information

Withdraw Submit For Full Review Submit For Preliminary Review

Change Password  
Logout

FLUXX 1 of 1

# Application

- ✓ Changing your password
- ✓ Logging out

# OED RESOURCE LINE

In-language assistance for: Spanish, Vietnamese, Cantonese, Mandarin, Somali, Amharic, Korean, Thai, Tigrinya, English, + Language Line for other languages

- Leave Voicemail 206-684-8090
- Email [OED@SEATTLE.GOV](mailto:OED@SEATTLE.GOV)
- Team member will call business back in language or using language line



# Other OED Resources

- [Technical Assistance for other federal resources](#)
  - Economic Injury Disaster Loan, PPP Forgiveness
- [Outdoor Permitting](#)
  - Restaurants, food trucks and cart, and retail stores
- [COVID-19 Lease Amendment Toolkit](#)
- [SCL / SPU](#) Utility Assistance
- [Digital Sales Access Program](#)
- [Youth Website Design](#) for BIPOC businesses
- [Community Liaison support](#) for in language business outreach
- **Coming Soon** – expanded business technical assistance, commercial affordability resources, direct business financing





# Contact Us!

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**Chera Amlag**  
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[phillip.sit@seattle.gov](mailto:phillip.sit@seattle.gov)



# Thank you!

## Contact OED:

206-684-8090 or [OED@SEATTLE.GOV](mailto:OED@SEATTLE.GOV)

<http://www.seattle.gov/office-of-economic-development>

## Neighborhood Economic Recovery Fund

<http://www.seattle.gov/office-of-economic-development/business-districts/neighborhood-economic-recovery-fund>

## Resources for Businesses and Workers Impacted by COVID-19

<http://www.seattle.gov/office-of-economic-development/covid-19>

