



Community Reinvestment Fund Frequently Asked Questions (FAQs)

What is the Community Reinvestment Fund?

The Community Reinvestment Fund (CRF) is an initiative designed to alleviate poverty and promote equity, dignity, and self-sufficiency among low-income residents of Washington, particularly focusing on Black, Latine, and Tribal populations. The fund supports economic security through direct support and business engagement.

Who is eligible to apply for these funds??

Individuals and businesses that operate in the South Central workforce development area. This means any individual who lives in Kittitas, Klickitat, Skamania, or Yakima County, and is eligible to work in the United States. This also means any business that is "headquartered" in Kittitas, Klickitat, Skamania, or Yakima County is eligible to apply. Businesses must have an active business license.

When can I apply for the Community Reinvestment Fund?

Applications open on June 3, 2024. The closing date for applications will depend on fund availability.

Where do I go to apply?

Please visit the link [here](#) to submit your application.

If I apply, is it guaranteed that I will get approved?

No, applying does not automatically guarantee approval. Approval will be based on the decision of an independent review committee. Applications are scored on set criteria and will be accepted and reviewed until funding has run out.

What documents do I need to submit with my application?

Both individuals and businesses must complete the formal application located [here](#). Businesses that apply must also upload their active business license, a W-9 form, and a detailed project proposal outlining how the funds will be used.

What is a W-9 and where can I find one?

A W-9 form is a document used in the United States to provide your Taxpayer Identification Number (TIN) to someone who needs to report certain information to the IRS, like income paid to you. You can find the W-9 form on the IRS website [here](#). You can fill the W-9 out online or print it and fill it out by hand. Make sure to provide accurate information to avoid any issues with your application.

How are applications reviewed?

Applications are reviewed by an independent committee formed by the South Central Workforce. The committee verifies the completeness of applications before proceeding to the scoring phase.

What are the criteria for scoring and evaluation?

Applications are evaluated based upon criteria that assess alignment with the fund's goals. For businesses, criteria include target population (Black, Latine and Tribal communities), disadvantaged categories, potential for long-term impact, job creation, and positive impact on the local community. For individuals, criteria include target population, underserved populations, and quality job/training seeking.

What are eligible expenses/activities under the Community Reinvestment Fund?

Eligible expenses include:

- Upskill/backfill training
- Sponsorship of events
- Training programs
- Paid internships/on-the-job training
- Paid certifications/education
- Equipment purchases for businesses
- Wage subsidies for new hires

What are the requirements for paid internships and on-the-job training?

Paid internships and on-the-job training will be provided to approved individuals. These must not exceed \$5,000 per individual. Employers must provide supervision. Timesheets must be tracked and signed by the employer and submitted to South Central Workforce.

What is the maximum amount a business can receive for equipment purchases?

Businesses can receive up to \$10,000 for equipment purchases. Businesses eligible for the equipment purchase will send an invoice for their needed equipment, and South Central will purchase on the business' behalf.

What if I am applying for equipment for my business and training for my current staff?

You are welcome to apply for assistance with purchasing equipment and training staff. The \$10,000 cap for equipment purchases is separate from any other assistance you might receive.

What if I am getting a new printer and I need ink and a stack of paper to get me started with it?

If you are buying a printer and need ink and paper to use with it, that's allowed. However, office supplies like pens, markers, and sticky notes are not eligible for this grant.

If I submit a request for the whole \$10,000, is it guaranteed that I will get everything I asked for?

Not necessarily. If your request includes items that are not equipment, we will only purchase the equipment. It's best to stick to the items you listed in your application.

What is the difference between equipment and supplies?

Equipment includes things like machines, tools, printers etc. that a business uses for a long time. Supplies are items like office paper, pens, and cleaning products that get used up quickly. Equipment is usually more expensive and lasts longer, while supplies are cheaper and need to be replaced often.

Who do I contact if I have questions about my application?

You can contact the Project Manager, Haley Schmidt via email at Haley.Schmidt@scworkforce.org.