

A simple, low interest & flexible loan for 's smallest businesses & nonprofits

WASHINGTON'S SMALL BUSINESS FLEX FUND is a new resource to help you grow your business. Supported by the Washington State Department of Commerce, the Fund helps small businesses and nonprofits access the financial support they need to thrive.



A small business-friendly loan – so you can dream bigger.

THE SMALL BUSINESS FLEX FUND

The pandemic has impacted all of our communities, but it has been especially hard on Washington's smallest businesses and nonprofits.

This loan program is designed to help you access funds you need at a competitive interest rate to bounce back stronger than ever.

APPLYING IS SIMPLE

- Fewer than 50 employees
- Annual revenues of less than \$3 million
- Experienced direct economic hardship due to COVID-19

LOW INTEREST RATES

- Borrow up to \$150,000
- 3% - 4.5% Interest rates
- No fees & interest-only payments for the first year
- 60 & 72-month loan terms
- 72-month loan term only available until 12/31/21

LOAN USE IS FLEXIBLE

- Payroll
- Utilities & rent
- Marketing & advertising
- Building improvements or repairs
- Other business expenses

Our communities are stronger when small businesses thrive.

Whether childcare centers, healthcare service providers, restaurants, local farms, or community-based nonprofits, small and local organizations

provide essential goods and services, while creating jobs that contribute to the health of our statewide economy.

60
&
72
MONTH
TERMS

4-4.5%
SMALL BUSINESSES

3-3.5%
NONPROFITS

SMALL BUSINESS FLEX FUND

- FLEXIBLE WORKING CAPITAL LOANS
- LOW INTEREST RATES
- 60 OR 72-MONTH REPAYMENT TIMELINES

DIFFERENT THAN PPP AND OTHER COVID-19 RECOVERY PROGRAMS

the Small Business Flex Fund is not a forgivable loan. The borrower will need to pay back the full amount of the loan with interest over a 5 or 6-year term.

Local, community lenders committed to your success

WE'RE READY. LET'S TALK!

The Small Business Flex Fund's network of local, community-based lenders help small businesses and nonprofits thrive.

Throughout the loan process, these trusted partners are there to assist with every step of the application and provide additional support services.



WHAT TO EXPECT

- Interested borrowers pre-apply through the online portal at SmallBusinessFlexFund.org.
- Through the portal, eligible borrowers will be matched with a local, community-based lender.

HOW TO APPLY

- Visit SmallBusinessFlexFund.org

CONNECT WITH YOUR LOCAL, COMMUNITY-BASED LENDER, TODAY!



[SMALLBUSINESSFLEXFUND.ORG](https://SmallBusinessFlexFund.org)

DISCLAIMER: Due to a limited amount of funding availability and the high volume of applications expected, it is anticipated that not all applicants will be able to receive a loan. Applications will be reviewed on a rolling basis and will be managed to support the program's goals. The time it takes to process an application will depend on the volume of applications received by the matched community lender. Please note that submitting an application is not an indication of eligibility and does not mean that a loan will be approved or funded. Additional information will be requested in your application that will determine your eligibility for a loan. **We recommend applying as soon as possible.**

FAQS

Have questions?
We can help.

WHO IS THE SMALL BUSINESS FLEX FUND FOR?

The Small Business Flex Fund, developed in response to COVID-19, is designed to get financial support into the hands of Washington State's smallest businesses and nonprofits. To be eligible to apply, small businesses and nonprofits must employ 50 or fewer full-time equivalent (FTE) employees, have annual revenues of less than \$3 million per year, and experience a direct economic disruption as a result of COVID-19.

HOW IS THIS DIFFERENT FROM PPP AND OTHER COVID-19 RECOVERY PROGRAMS?

The Small Business Flex Fund is NOT a forgivable loan. This program is not associated with the federal Paycheck Protection Program (PPP) or any other SBA program. The borrower will need to pay back the full amount of the loan with interest over a 5 or 6-year term.

CAN I STILL APPLY IF I HAVE RECEIVED COVID-19 RELIEF FUNDS FOR MY SMALL BUSINESS?

Yes. While the fund was conceived to help Washington's smallest businesses and nonprofits rebuild after the unprecedented public health and economic crisis caused by COVID-19, any COVID-19 relief funds you have received for your small business are separate and do not impact your ability to apply for and receive a loan through the Small Business Flex Fund.

WHAT CAN I USE THE LOAN FOR?

Small Business Flex Fund loans can be used for a full range of business needs including payroll, rent and utilities, building improvements, marketing, supplies and other business expenses. You will be required to detail the proposed use of loan proceeds when you apply to the community lender.



WHO ARE THE LOCAL, COMMUNITY-BASED LENDERS?

What makes the Small Business Flex Fund truly unique is the network of nonprofit, community-based lenders. For more than 40 years, these Community Development Financial Institutions (CDFIs) have been dedicated to helping local small businesses and nonprofits thrive. CDFIs exist to meet the unique needs of historically underbanked communities and have years of experience lending to borrowers in these communities.

WHAT IF I NEED HELP WITH THE LOAN APPLICATION?

When you visit SmallBusinessFlexFund.org, you will be connected to a local, community-based lender who can assist with every step of the application and direct you to additional support services, as well.

WHAT ARE THE LOAN TERMS?

60-MONTH TERMS

For-profit businesses: 4.00% fixed interest
Nonprofits: 3.00% fixed interest

72-MONTH TERMS (for first 6 months of the program)

For-profit businesses: 4.50% fixed interest
Nonprofits: 3.50% fixed interest

DO I NEED COLLATERAL?

No specific collateral is required to be eligible— you do not need to have access to any specific real estate or equipment. However, a blanket first or second lien may be filed on business assets, at the discretion of the originating lender. Personal guarantees will be required for individuals who own 20% or more of a business.

AM I GUARANTEED APPROVAL FOR A LOAN IF I AM ELIGIBLE TO APPLY?

Depending on the number of applications, it is possible that not all applicants will be able to receive a loan. Applications will be reviewed on a rolling basis. In addition, all loans are subject to underwriting review and approval by participating community lenders, who are responsible for their own credit decisions. Please note that this is not an offer or a commitment to lend. All rates and loan terms may be subject to change.

DOES MY BUSINESS NEED TO BE BASED IN WASHINGTON TO APPLY?

Yes, the main office or headquarters must be located in Washington.

IS A SMALL BUSINESS FLEX FUND LOAN FORGIVABLE?

This is not a forgivable loan. The Small Business Flex Fund is not associated with the federal Paycheck Protection Program (PPP) or any other SBA lending programs. Small Business Flex Fund borrowers will pay back the full amount of the loan, at their approved interest rate—between 3% and 4.5%—over a 60-month or a 72-month term. The 72-month loan term is only available until 12/31/21.

WHAT HAPPENS IS I MISS A PAYMENT?

If you do not make a loan payment on time, you may be assessed a late fee at the discretion of the community-based lender. A failure to pay may result in the loan being declared in default. During the loan application process, your community-based lender will discuss the full terms of your loan agreement to ensure you understand the details regarding late payment and default.

WHAT TYPES OF BUSINESSES ARE NOT ELIGIBLE FOR A LOAN?

Businesses that are NOT eligible include, but are not limited to:

- Corporate-owned franchises
- Branch banks
- Pay day loan stores
- Pawn shops
- Astrology, palm reading
- Adult bookstores, strip clubs
- Track waging facilities
- Cannabis businesses or firms engaged in activities that are prohibited by federal law or applicable law in the jurisdiction where the business is located;
- Any business in bankruptcy or receivership



WHAT CAN I DO TO GET STARTED?

Visit SmallBusinessFlexFund.org



WHAT INFORMATION WILL BE REQUIRED TO APPLY?

As part of your full loan application, you will need to provide the following documentation to the community lender:

- Most recently filed tax returns, if available and required by the lender
- Bank statements and/or internally generated financial statements
- Information regarding business owner(s) with more than 20% ownership, including name, address, SSN, EIN or ITIN, phone number, email, percentage ownership, and photo ID
- Executed Attestation Form (to be provided by the community lender)
- Brief description of COVID-19 impacts on your business or organization
- Evidence of legal formation of business or nonprofit entity (e.g., articles of incorporation and bylaws)
- Personal guarantee (for businesses only)
- Other documentation required by the community lender at or after the time of the application

A participating community lender will reach out to you to collect the required documentation, conduct any credit checks, and finalize the application review process.

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