AHANA Small Business Innovation Grant
Online application portal is now open.
Applications accepted until
8:59 PM Pacific Time, May 15, 2023.

To apply, go to: https://ahana-meba.org/sbi-grants/ and follow these steps:

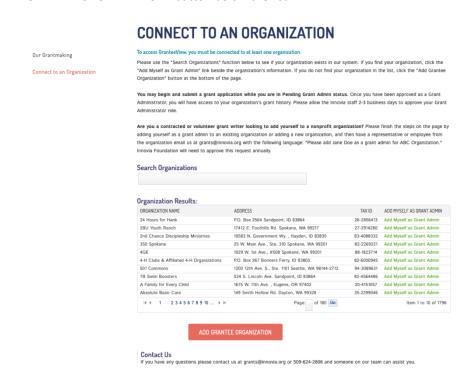1.   Create a "MyInnovia Account" button on the bottom of this page.

The screenshots below will help guide you in creating your MyInnovia account.

Enter your first and last name, your email address, and the captcha answer. When you hit submit, it may take a few minutes to receive an email. Once you receive the email, click the link to confirm your email address. Check your spam folder if you do not see an email within 3 minutes.

You will receive an e-mail with a link to set up your password. Click on submit. You will be asked to input a Token. Look for that token on a message sent to your phone/email.
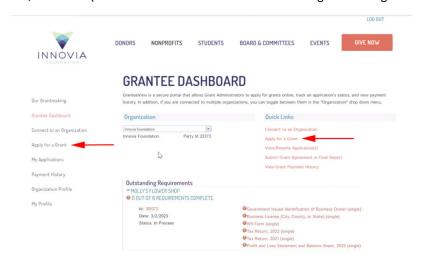
The next step is to add your business to the database. If you have previously received an Innovia grant, your business may be listed. Type your business name in the "Search Organizations" section and select your business if it shows. Click on the orange "ADD GRANTEE ORGANIZATION" button below the list.

You will next see the following page to fill out. Click the orange "Create Organization Profile" to complete the process.

ADD AN ORGANIZATION

Please enter your organization details below.

Our Grantmaking

Create a New Account

Add a Grantee Organization

Organization's Legal Name:

EIN #:

Street:

City:

State: Washington

Zip Code:

Country: UNITED STATES OF AMERICA

Phone:

Comments:

Email:

Website:

CREATE ORGANIZATION PROFILE

After you create your organization profile, you will be taken to the Grantee Dashboard. The link to apply for a grant will be on the left and under and also under "Quick Links" (located where the red arrows are showing in the image below).

Your organization should now be ready for the next step of filling out the online grant application form.

2. APPLY FOR A GRANT

Select AHANA Small Business Innovation Grant

Grant Program Description:

The Multi-Ethnic Business Association (AHANA in Spokane) and Yakima County Development Association (YCDA) will be awarding Small Business Technical Assistance (TA) grants to for-profit businesses on a first-come, first-served basis. Applications will be accepted until funds are expended, but no later than May 15, 2023. Funding and assistance are made available as a result of a Small Business Innovation Fund Grant from the Washington State Dept. of Commerce.

Small businesses physically located in Spokane, Yakima, Whitman, and Stevens counties are eligible to apply. The award of grant funds is not guaranteed, and applicants must meet certain criteria to qualify. Grants are intended for businesses at least 51% owned by Black, Indigenous, People of Color (BIPOC) or other socially and/or economically disadvantaged individuals. Women, Black/African Americans, Hispanic/Latinos, Middle Eastern, Native Americans, Native Alaskans, Asians, Pacific Islanders, or Native Hawaiian are generally presumed to be socially and economically disadvantaged.

Use of Funds: Grant funds may be used for accounting support, marketing support, creating new jobs and retaining jobs that are subject to loss, and workplace improvements or repairs.

Award Amounts: There is $1,450,000 in funds for this program. Grants may be awarded in amounts of $5,000 to $15,000.

Is your business at least 51% owned and operated by a BIPOC (Black, Indigenous, or other Person of Color) or a socially or economically disadvantaged person? Women, Black/African Americans, Hispanic/Latinos, Middle Eastern, Native Americans, Native Alaskans, Asians, Pacific Islanders, or Native Hawaiian are generally presumed to be socially and economically disadvantaged.

Yes

No

Does the business have 50 or fewer employees at the time of the application? The owner(s) of the business muse be included. Sole Proprietor counts as one employee.

Yes

No

Is this business physically located in one of the following counties of Washington: Spokane, Yakima, Whitman, or Stevens?

Yes

No

Was this business in operation prior to February 1, 2022?

Yes

No

Will the applicant be able to provide all of the following business-related documents with the application by May 15, 2023? Driver's License or State ID of business owner; Washington State business license, or City or County license; Tax returns for 2021 and 2022 for firms in business for two years or more, 2022 return for firms in business for one year; 2022 profit and loss statement and balance sheet.

Yes

No

Is the business or business owner delinquent in any city, state, or federal taxes? This does not include businesses with tax-related installment agreements.

Yes

No

Is the business involved with the production, processing, or retailing of cannabis products?

Yes

No

BEGIN APPLICATION
Application Name: Please enter the business name in this field.

Click on **START**

APPLICATION DETAILS
Application Name: Your Business Name
Grant Program: AHANA Small Business Innovation Grant

Click on any of the sections below to begin your application. On each page, you may navigate forward and backward using the << and >> buttons. Your answers will automatically save. You may leave the site at any time and return to your application by clicking on the My Applications tab. Note that the site will time out after 20 minutes, after which you will need to log back in to continue your application.

A **green** checkmark will display when each section is complete. When all application sections and required uploads are complete, the Submit button will appear. **You will not see the Submit button until each section displays a green checkmark and ALL required documents are uploaded.**

A confirmation email will be sent when you submit your application. Your application is NOT complete until you receive this confirmation email. The confirmation email and all other correspondence related to this grant application will be sent via email to the individual who submitted the grant application with the Primary Contact for the organization CC'd on the message. Primary Contact is listed in the Organization Profile under Associated Individuals.

For questions specific to the application, please contact AHANA staff at office@ahana-meba.org or 509-503-1024, or the Yakima County Development Association at 509-575-1140.

Begin filling out the application by clicking on Section 1: Contact Information.

Section 1: Contact Information

Business Legal Name:
Business DBA (Doing Business As) Name, if applicable:
Principle Place of Business or Corporate Headquarters Address:
Business City:
Business State:
Business ZIP:
Business County:
Business Owner Name:
Business Owner Address:
Business Owner Phone Number

Section 2: Business Information

Business Structure:
Federal EIN:
SSN (for Sole Proprietors):
UBI #:
Local Business License Number:
NAICS Code: (You may search for your NAICS code here)

My business is at least 51% owned and operated by a BIPOC (Black, Indigenous, or other Person of Color) or other socially or economically disadvantaged person.
     Yes
     Yes

Please select all that apply for the owner(s) of the business:
     African American   Middle Eastern
     Hispanic   Woman
     Native American (including Native Alaskan)   Veteran
     Asian   LGBTQ+
     Pacific Islander   Other

If you selected "Other" above, please explain:

How many employees do you currently have? Please include the owner(s) of the business in this count. Sole Proprietor counts as one employee.

When did you start your business? The year you started your business should be reflected in what the Washington State Department of Revenue has on record. Open the calendar popup.

Select the option that describes the services your business provides: If you selected "Other" above, please explain:
Section 3: Grant Request

Proposed Use of Funds:

Personnel Costs - Create new job(s)

Personnel Costs - Retain current staff.

Major Building Renovation or Repair - Purchase and install new carpet; expand the office space, etc.

Repair or Purchase of Major Fixed Equipment - Mobile equipment (computers, printers, cell phones, computer monitors, or similar mobile equipment is not eligible for purchase under this grant funding).

Accounting or Bookkeeping Support - Funds must be used for an accounting software or subscription; and/or to pay a bookkeeper for services.

Marketing Support - Funds must be used for a web service subscription or to pay for website development.

Estimated Cost for Proposed Use as selected above:

Do you need technical assistance or training for any of the following?

Bookkeeping

Minority or Disadvantaged Business Enterprise (MBE or DBE) certifications

Licensing and registration

Other

None

If you answered "Other" above, please explain:

You can leave the application if you don't have all the documents ready, and log in again later to upload documents, sign and submit the application.

Upload the required documents by clicking on "Click here to complete".

NAME	DESCRIPTION	STATUS	SUBMITTED	REQUIRED	ACTIONS
Government Issued Identification of Business Owner	Driver's license, passport, or state ID are accepted. Upload front and back side of ID.	Incomplete		Yes	Click here to complete
Business License (City, County, or State)	Upload a copy of the business license. City, county, or state licenses are accepted.	Incomplete		Yes	Click here to complete
W9 Form	Upload a W9 form for your business. You may use the downloadable template here.	Incomplete		Yes	Click here to complete
Tax Return, 2022	Upload the business tax return for 2022. If you are a sole proprietor, submit a personal tax return.	Incomplete		Yes	Click here to complete
Tax Return, 2021	Businesses in operation prior to 2022 must upload the business tax return for 2021. Sole proprietors or businesses that were not in operation prior to 2022 must submit a personal tax return for 2021.	Incomplete		Yes	Click here to complete
Profit and Loss Statement and Balance Sheet, 2022	Upload financial documentation for 2022 gross annual business revenues that indicates changes in net assets and statements of activity.	Incomplete		Yes	Click here to complete

Once you upload all the documents, you will see the CERTIFICATION section where you need to sign, date and submit.