



STATE OF WASHINGTON  
OFFICE OF THE GOVERNOR

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## Resource List for Washington State Businesses and Workers Impacted by COVID-19 Coronavirus

The Governor's Office has compiled this partial list of resources to support economic retention and recovery related to COVID-19 coronavirus.

### Financial Assistance

- The Washington State Department of Revenue (DOR) can work with impacted companies that request an **extension on tax filing**. The law grants the Department authority to extend the due date for excise tax returns. A business may request such an extension from the Department prior to the due date of the return, and, if granted, the business would be allowed to delay reporting and paying its tax liability. If a business needs an extension of more than 30 days, the law requires the Department to collect a deposit from the business. The amount of deposit required is based on the business' reporting history and how many reporting periods are covered under the extension [WAC 458-20-228 \(13\)](#). Contact DOR at 360.705.6705
- DOR may also **waive penalties** under limited circumstances if a business is late in paying its tax obligation. The law also grants the Department authority to provide a one-time, 24 month, late payment penalty waiver if the business has not owed a late payment penalty during the previous 24 months [WAC 458-20-228 \(9\)](#). Contact DOR at 360.705.6705.
- DOR may also work with businesses that cannot file or pay their taxes on time if they are impacted by a **declared state of emergency**. When a state of emergency or disaster has been officially declared, affected businesses that owe Washington taxes may qualify for:
  - A **filing extension** for excise tax returns (without the limitations described above); and/or
  - A late payment **penalty waiver** request (without the limitations described above)

- The state is working to compile a larger list of local bankers, financial associations, telecoms, utilities and major employers that may be able to provide relief, such as:
  - Favorable credit terms for firms that encounter cash flow problems.
  - Debt and late-penalty forgiveness for companies and workers in order to help keep people employed.
  - Deferred bills, waived fees, discounts, no-interest loans and other support.
- The federal Small Business Administration (SBA) may be able to provide assistance through the **Economic Injury Disaster Loans** program to businesses that have suffered substantial economic injury in an eligible disaster area. The SBA can provide a loan of up to **\$2 million** to help meet financial obligations and operating expenses. Visit: <https://disasterloan.sba.gov/ela/Information/EIDLLoans>

## Export Assistance

- The Washington State Department of Commerce's **Export Assistance Team** division can help companies **identify alternative markets** and provide firms with **STEP Vouchers** to defray the costs of trade show or trade mission fees, airfare, interpreter and translation services, business matchmaking, export training programs and more. Visit: [www.commerce.wa.gov/promoting-washington-state/export-assistance](http://www.commerce.wa.gov/promoting-washington-state/export-assistance) or contact the Export Assistance team at 206.256.6100.
- The SBA's **Export Working Capital Program** can help small businesses obtain working **capital advances from lenders** on export orders, export receivables or letters of credit. SBA's Senior International Credit Officers can work directly with an impacted company to explain the program and application process. Visit: <https://www.sba.gov/content/financing-your-small-business-exports-foreign-investments-or-projects-0>

## Employer and Worker Assistance

- The Washington State Employment Security Department (ESD) can provide support in the form of **unemployment benefits**. For employers that want to keep from losing highly-trained employees, these unemployment benefits can be received through, or while covered by, **Shared Work**, **Partial Unemployment** and **Standby** (which allow certain workers to collect unemployment while remaining with their employers and not actively seeking other jobs). Visit: <https://www.esd.wa.gov/newsroom/layoff-assistance>

- ESD's **Paid Family and Medical Leave program** can provide paid leave benefits for Washington workers who need to take time off from work due to a serious health condition or to care for a family member with a serious health condition. Certification by a healthcare provider is required for applications for Paid Family and Medical Leave due to a serious health condition. Visit: <https://paidleave.wa.gov/>
- If COVID-19 disrupts a Washington business and causes a mass layoff or closure, ESD and its local workforce development board partners can respond with **Rapid Response services and funding** to help impacted workers get connected to **unemployment benefits and re-employment services**, including re-training, worker support services, and referrals to other social services. Visit: <https://www.esd.wa.gov/newsroom/layoff-assistance>