How is the program funded, and what restrictions apply?

This grant program is funded through dollars QIN has received through the CARES Act, P.L. 116-136, Division A, Title V. These funds are Federal dollars that are subject to various regulatory and administrative guidance, including the provisions of the Act itself, the provisions of the Uniform Guidance at 2 C.F.R. § 200, and administrative guidance and additional guidance published by the U.S. Treasury Department. In general, these funds may only be applied to specifically allowable costs in the period of March 1 to December 30, 2020. QIN is able to fund this program under the allowable cost category of economic support through the provision of grants to small businesses.

Are these funds connected to fisheries disaster funding? What data was submitted to the Federal government in connection with these funds?

No. These funds are not connected in any way to fisheries disaster funding previously obtained on behalf of Quinault fishers through the provisions of the Magnuson-Stevens Fishery Conservation and Management Act and administered by the National Oceanic and Atmospheric Administration (“NOAA”). In contrast to fisheries disaster funding, these funds were obtained through the CARES Act, and are administered by the U.S. Treasury Department. In accordance with published Treasury guidance publicly issued for the first and second rounds of Tribal funding, Tribes were required by Treasury to submit data regarding enrolled membership and employment and expenditure data. No data connected to Tribal fisheries were requested or submitted, and funding received has been allocated for the benefit of all entities qualifying as a Small Business Entity in accordance with the applicable guidance, and is not limited to small business entities engaged in fisheries.

What reporting requirements is the Quinault Indian Nation subject to with respect to expenditures of these funds?

These funds are subject to the Uniform Guidance, which at 2 C.F.R. Subpart F – Audit Requirements, establish reporting requirements for the Quinault Indian Nation, including § 200.510 (a) which requires production of Financial Statements and § 200.510 (b) which requires production of a Schedule of Expenditures of Federal Awards. The Quinault Indian Nation produces audited GASB and GAAP-compliant Financial Statements and an audited Schedule of Expenditures of Federal Awards which are released to enrolled membership annually at the regularly scheduled General Council meeting along with additional financial information. As of
September 30, 2019, the Quinault Indian Nation celebrated its third consecutive year of a 100% clean audit, including unmodified opinion statements, zero questioned costs, and no findings of deficiencies of internal controls.

I operated a business during 2019/2020. Does that mean I qualify for payment?

No. There are several eligibility criteria that must be met in order for a business to qualify for a payment under this program. In general, an entity must be able to demonstrate through adequate and appropriate documentation that:

1. A small business entity existed and operated in 2019 or 2020;
2. That small business entity experienced a qualifying business interruption as a result of the COVID-19 pandemic and certifies as such;
3. That small business entity meets the criteria for the funding region, applicant requirements, and business requirements, which may vary between different rounds of funding; and
4. That small business entity can provide adequate documentation to justify a payment.

I operated multiple small businesses during 2019/2020. Can I only submit one application?

No. You should submit a separate application for each discreet business activity that you were engaged in. Your eligibility and payment amount if any will be determined separately for each discreet business activity you were engaged in. Discreet business activities are activities that significantly differ in the nature of their operations, the types of goods or services produced or performed, and/or the structure of the entity’s formation and ownership.

My business incurred significant losses due to COVID-19. Will I receive payment under this program to reimburse those losses?

No. If your businesses is determined to be eligible for a payment, you will receive a payment that is calculated on the basis of either (A) a minimum payment, or (B) a formula that provides a prorated and adjusted payment amount on the basis of adequately documented gross revenues or expenses, the funding period and period of business interruption, a percentage based on a “sliding-scale” formula, and the total amount of grant funds available. Your business losses are not considered as a part of the calculation, nor are differences between current and prior year revenues or expenses or net profits taken into consideration; and any payment made to eligible entities is not guaranteed to cover all business losses.

I worked as an employee/helper/deckhand/captain/contractor/etc. for a small business. Do I qualify for funding under this program?
No. Unfortunately, the CARES Act requirements do not permit payments under the Small Business Interruption Grant Program to individuals who are not the primary business owner. However, in situations in which gross revenues or expenses of a small business entity are shared among multiple participating individuals, gross revenues or expenses of all participating individuals may be included in the calculation of payment made to the primary business owner. Primary business owners that operate businesses which rely on employees/helpers/deckhands/captains/contractors/etc. to operate the business are encouraged to work with such individuals to gather all relevant information related to the business, and are encouraged to consider a distribution from the funds received to their employees/helpers/deckhands/captains/contractors.

**What documentation is necessary to establish that I operated a small business?**

In order to establish that you operated a small business, you must be able to demonstrate:

1. A Quinault Indian Nation business license primarily issued in your name;
2. Ground ownership of a treaty fishing ground;
3. Adequate documentation of tax filing status as a small business entity under the IRS; or
4. Adequate documentation of tax filing status as a small business entity under the WA Department of Revenue.

The Quinault Indian Nation’s Title 40 – Business Licenses prohibits any person or company from engaging in business on the Quinault Reservation without obtaining a valid Quinault business license prior to engaging in such activity.

**What documentation is necessary to establish that my business experienced a qualifying interruption as a result of the COVID-19 pandemic?**

In order to justify that your business experienced a qualifying interruption as a result of the COVID-19 pandemic, you will be required to:

1. Complete a questionnaire to provide responses to questions used to determine whether your business experienced one or more qualifying interruptions as a result of the COVID-19 pandemic;
2. Provide a written, certified statement that describes your specific situation and how your business was interrupted as a result of the COVID-19 pandemic; and
3. Attest that your business experienced a qualifying interruption as a result of the COVID-19 pandemic.

Businesses that did not experience a qualifying business interruption will not be eligible to receive economic support under this program. Written statements will be evaluated on a case-by-case basis to determine whether your situation and the interruption your business experienced qualifies for support. You are encouraged, but not required, to provide any available supporting
What documentation is necessary to calculate my payment?

In order to justify a payment in excess of the minimum payment amount, you will need to provide acceptable documentation sufficient to establish either (A) your gross operating revenues, or (B) your gross operating expenses for 2019. Examples of acceptable documentation include:

- IRS Tax Filings
- WA DOR Tax Filings
- Bank statements
- Receipts
- Checks
- Bills/Invoices
- Ledgers

Other documentation may be considered on a case-by-case basis, but acceptable documentation will in general exclude any self-certified financial information or documentation that could present a risk of a fraudulent claim or a risk of manipulation by the applicant.

What are my rights with respect to determinations of eligibility and payment amounts? Is there an appeal process?

All aspects of this program including payment amounts are the sole discretion of the Quinault Indian Nation. All payment determinations are final, and you do not have any right to appeal a payment amount, the methodology used to calculate payment amounts, or any other aspects of this program; with the sole exception of eligibility determinations. Applicants who submit an application and are later informed that they have been determined ineligible for payment will be provided access to an appeal process at the time they are informed of the ineligibility determination. Applicants deemed ineligible should only access the appeal process if they feel that additional documentation is available to establish eligibility under the existing eligibility guidelines of the program. Any appeals received by QIN that contest or dispute the existing eligibility guidelines of the program will not be reviewed and will not receive a response.

Is the Quinault Indian Nation responsible to assist me in gathering supporting documentation in the possession of QIN?
QIN staff will be available in the ordinary course of their normal duties to assist in providing documentation ordinarily provided; however, it is ultimately your responsibility as an applicant to provide all required documentation, regardless of whether such documentation is in your possession or the possession of any other party, and QIN staff will not provide support above or beyond the ordinary course of their normal duties.

**What is the funding period?**

The funding period is the period for which you are eligible to receive a payment for a business interruption. The funding period is determined as part of the current round of funding of the business interruption grant program, and there may be multiple funding periods if there are multiple rounds of funding made available. For example, if your business experienced an interruption in February, but the funding period starts in March, you would not be eligible to receive a payment based on your February interruption since the interruption occurred before the funding period. Similarly, if your business interruption continued through the end of June, but the funding period extended only until May, you would not be able to receive payment based on your June business interruption, but could potentially receive payment for that period through a future round of funding.

<table>
<thead>
<tr>
<th>Funding Period Example 1</th>
<th>January</th>
<th>February</th>
<th>March</th>
<th>April</th>
<th>May</th>
<th>June</th>
<th>July</th>
<th>August</th>
<th>September</th>
<th>October</th>
<th>November</th>
<th>December</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ordinary Business Operation</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Business Interruption</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Funding Period</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payment</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Funding Period Example 2</th>
<th>January</th>
<th>February</th>
<th>March</th>
<th>April</th>
<th>May</th>
<th>June</th>
<th>July</th>
<th>August</th>
<th>September</th>
<th>October</th>
<th>November</th>
<th>December</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ordinary Business Operation</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Business Interruption</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Funding Period (Round 1)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payment (Round 1)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Funding Period (Round 2)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payment (Round 2)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**What are the funding region, applicant requirements, and business requirements?**

The funding region limits eligible entities to those with a primary place of business within a certain geographic area. The applicant requirements limit eligible entities to those meeting certain criteria regarding the structure of the entity, such as percentage Quinault ownership. The business requirements limit eligible entities to those meeting certain criteria regarding the nature of business performed, such as businesses that provide services to Quinault members.

**What qualifies as a business conducted on the Quinault reservation?**

In general, businesses that are able to provide evidence of a Quinault business license and certify that the primary place of business is on the Quinault reservation qualify. Certain traditional professions or trades performed by Quinault members also qualify, including treaty fishing activities, or other activities that are tax-exempt as a result of tax-exemption for traditional or...
treaty professions. Tax-exempt businesses that are not traditional professions or trades require a Quinault business license.

Who can I send additional questions to?

Please submit additional questions in writing to CARESfund@quinault.org.