

Back to Business program application guide

Be prepared to complete the application in one sitting. You cannot save your information and return it later. **Applications are open through December 2025, or until funds run out.**

*This guide is to help you prepare your application and required documentation. **You must fill out the application online in English.** We have bilingual staff available to answer questions and help you complete your application. To receive translation or interpretation services, you can call (206) 684-8090. Please leave a voicemail with your name, phone number, preferred language, and the type of support needed.*

For additional questions, disability accommodations, or accessibility information, please contact the Office of Economic Development at 206-684-8090 or oed@seattle.gov.

Application materials submitted to the Seattle Office of Economic Development may become public information. Members of the public may request information with a formal request. Materials are subject to public disclosure due to the Washington State Public Disclosure Act (PDA:RCW 42.17). To request a copy of the act, contact the State of Washington Code Revisers' Office in Olympia at (360) 786 6777.



Business eligibility

To qualify, your business must meet the minimum requirements:

- Have an active City of Seattle Business License.
- In compliance with all federal, state, and city laws and regulations
- Currently open and active for business.
- Be located in [Seattle city limits](#).
- Be in operation for at least 12 months prior to date of application submission.
- Have no more than three (3) locations.
- Be an independently owned and non-chain business.
 - **Independently owned** franchise businesses can only apply for Storefront Repair Fund grants.
- Be a for-profit business or a nonprofit entity, 501(c)(3), 501(c)(6), or 501(c)(9)
- Have no more than 50 full-time equivalent employees.
- Make more than \$1,000 and not exceed \$7 million in annual net revenue as reported in Business and Occupation taxes to the City of Seattle Department of Finance and Administrative Services in 2024.
- Must operate from a physical location and/or mobile trucks **that serves the public**.

Reimbursement requirements

The Back to Business Program operates under a reimbursement model, which means applicants already purchased equipment and/or paid for repairs to receive a grant. You will need to provide paid invoice(s) or receipt(s) for purchases and/or completed repairs.

Estimates and/or quotes will not be accepted.

The grant amount will be the exact amount you are seeking reimbursement for:

- **Storefront Repair Fund:** maximum reimbursement amount is \$3,000.
- **Storefront Security Fund:** maximum reimbursement amount is \$6,000.

This application allows you to apply for the following:

Storefront Repair Fund

The Storefront Repair Fund provides reimbursements for storefront repairs from vandalism or other property damage that have occurred on or after July 1, 2024. Reimbursements will cover costs up to \$3,000 per incident. You can receive up to **three grants per calendar year per incident with a maximum amount of \$3,000 per grant**.

For each qualifying incident, you must have the following information ready before applying:

- Proof of payment (copy of receipt(s) and/or paid invoice(s)) for completed repairs.
- A Seattle Police Department incident number. *If you do not have one, please submit an online retroactive report to receive an incident number: [Online Crime Reporting - Police | seattle.gov](https://seattle.gov/police/crime-reporting).*

Eligible storefront property damage includes, but is not limited to:

- Doors
- Locks
- Fences
- Gates
- Signs
- Broken or etched windows

Storefront Security Fund

The Storefront Security Fund provides a one-time reimbursement for security improvements that prevent vandalism and property damage. You may receive a **one-time reimbursement of up to \$6,000 per business**. Evidence of vandalism or damages is **not** required to apply for the Storefront Security Fund.

To qualify, you must have the following information ready before applying:

- A completed Crime Prevention Through Environmental Design (CPTED) security assessment. This can be completed with a crime prevention coordinator from the Seattle Police Department.
- Proof of payment, such as copy of receipt(s) and/or paid invoice(s), for security improvements.



What is a CPTED Security Assessment?

CPTED Security Assessments for businesses are based on Crime Prevention Through Environmental Design (CPTED) and other proven crime prevention strategies. It provides an opportunity to discuss safety concerns and identify plans and resources to help enhance safety and security and lower crime risk. Only security measures purchased after the CPTED security assessment is complete are eligible for reimbursement.

To schedule a CPTED security assessment, please email the Crime Prevention Coordinator located in your precinct.

- [Find your precinct here.](#)
- [Determine your local Crime Prevention Coordinator here.](#)
- In your email, please make sure to include the following information:
 - Name of your business
 - Address of your business
 - Note that you are requesting a CPTED security assessment for the Storefront Security Fund.

Eligible expenses can include, but are not limited to:

- Lighting
- Security window film
- Window planters
- Laminated glass “shatter-proof” window
- Business and wayfinding signs (Open, Close, Enter, Exit, Operating Hours)
- Address labeling
- Defensive landscaping near access points, such as roses or holly bushes
- Permitted street planters (See [street furniture guidelines](#))
- Scissor gate
- Window folding security gate
- Deadbolts
- Window locks
- No-contract alarm system or security kit
- Temporary window or door board up
- Window repair or replacement
- Door repair or replacement
- Gate repair or replacement



Historic District requirements

If your business is in a Historic District, you may also need to get a Certificate of Approval prior to purchasing a CPTED related investment. [Check if your business is in a Historic District here.](#)

For questions about requirements for businesses in historic district, call the Seattle Department of Neighborhoods Historic Preservation team at [\(206\) 684-0228](tel:(206)684-0228).

Expenses not eligible for the Back to Business Program

These funds do not cover the purchase of security cameras, reimbursement for security personnel, or loss of stolen goods.

These funds do not cover painted graffiti. If graffiti removal is needed, you can:

- Complete the City's Permission and Release form for free graffiti removal: [Graffiti Cleanup Permission and Release Form \(seattle.gov\)](#).
- Use the [Find It/Fix It app](#).
- Call the City's Graffiti Report Line at (206) 684-7587.

Application review process

Once the application is submitted, it will go through multiple stages of review. Automated emails will be sent at each stage of review to keep you informed of your application status. You will receive an email if information is missing or incomplete.

You will receive a confirmation email when your application is received. A disqualification email may be sent at any stage if you do not meet the requirements, or you are not responsive for a long period of time.

Back to Business program contact information

For additional questions, translation or interpretation, disability accommodations or accessibility information, and technical support, please email OED_BacktoBusiness@seattle.gov.

Application questions

Please review the application questions below before starting Section 1 of the application.

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Section 1: Contact information

Please be sure that the information entered below is accurate. We will use this information to contact you and your business with updates on your grant application.

Are you the owner?

- Yes
- No

Owner first name:

Owner last name:

Email:

Confirm email:

Phone number:

Confirm phone number

Business legal name. *Please enter the name of your business as it appears on your City of Seattle business license:*

Business DBA (Doing Business As). *Also known as your Registered Trade Name, this is usually your most commonly recognized name. Some businesses may not have a DBA:*

Physical Address of your storefront. *Please only use 'current location' if you are completing the application at your place of business:*

- a. Address. (E.g., 1234 Main St.)
- b. Address 2
- c. City
- d. State
- e. ZIP code

Have you previously applied for the Storefront Repair Fund since it reopened in August 2025? This does not include awards from the first fund from September 2022 to July 2024.

- Yes
- No

If yes, what is the application number of your previous application? (Optional). *This can be found in the confirmation email for your last application.*



Section 2: Eligibility check

Please complete the questions below to confirm eligibility.

1. Does your business have a valid City of Seattle business license? *Your business must have a valid Seattle business license to be eligible. Check [Find a business search tool](#) to see if you have a valid license.*

- Yes
- No

2. Has your business been in operation for at least 12 months? *Only businesses in operation for at least 12 months are eligible.*

- Yes
- No

3. Is your business located in Seattle city limits? *Only businesses in Seattle are eligible.*

- Yes
- No

4. How many locations does your business have? *Only businesses with three locations or fewer are eligible.*

- 1
- 2
- 3
- More than 3

5. Is your business a franchise? *If you select “Yes” and meet the other requirements, you can **only** apply for Storefront Repair Fund. You **cannot** apply for Storefront Security Fund.*

- Yes
- No

6. Does your business have fewer than 51 full-time equivalent employees (FTEs)? *Use this [FTE Calculator](#) to check. Only businesses with 50 FTEs or fewer are eligible.*

- Yes
- No



7. My business makes more than \$1,000 and does NOT exceed \$7,000,000 in annual net revenue as reported in Business and Occupation (B&O) taxes to the City of Seattle Department of Finance and Administrative Services in 2024. Only businesses with \$1,000 to \$7 million in annual net revenue are eligible.

- Yes
- No

8. Does your business operate in a physical location? *Eligible storefronts, including food trucks, must be readily open to the public to be eligible for this grant.*

- Yes
- No

9. Is your business a mobile food truck?

- Yes
- No

10. Is your business a short- or long-term rental or investment property? *Short-term rentals include Airbnb, Vrbo, etc. Rental or investment property businesses are not eligible.*

- Yes
- No

11. Is your business a taxi, rideshare, or food delivery service (e.g., Uber, Lyft, Yellow Cab, Door Dash)? *Taxi, rideshare, and food delivery services are not eligible.*

- Yes
- No

12. Is your business regulated as an “adult entertainment” business under Seattle Municipal Code 6.270? *You can read more about these regulations in [Seattle Municipal Code 6.270](#). Adult entertainment businesses are not eligible.*

- Yes
- No



Section 3: Program selection

Select a program: *You may select more than one.*

- **Storefront Repair Fund:** Provides reimbursements for storefront repairs from vandalism or other property damage that have occurred on or after July 1, 2024. Eligible businesses may receive up to **three grants per calendar year per incident with a maximum amount of \$3,000 per grant**.
 - How many storefront repair grants would you like to apply for in this application? Businesses can receive a maximum of three repair grants.
 - One
 - Two
 - Three
- **Storefront Security Fund:** Provides reimbursements for security improvements that prevent vandalism and property damage. Eligible businesses may receive a **one-time reimbursement of up to \$6,000 per business**. *You must have a complete a [CPTED](#) security assessment with a certified expert, such as a [Crime Prevention Coordinator](#) from the Seattle Police Department. Only security measures purchased after the CPTED security assessment is complete are eligible for reimbursement.*
 - **Have you completed a CPTED security assessment?**
 - Yes
 - No

Storefront Repair Fund application questions

Incident 1

There are a separate set of questions for each incident you would like to apply a grant. You can apply for grants for up to three incidents. Please only respond to one set of questions per incident.

1. What is the physical address of the business where the incident took place:

- Address. (E.g., 1234 Main St.)
- Address 2
- City
- State
- ZIP code

2. What is the date of the incident you are requesting funding for?

3. What best describes the damage done to your storefront?

- Broken window
- Broken door
- Broken lock
- Broken fence
- Broken gate
- Broken sign
- Other: _____

4. (Optional) Please upload a photo(s) of the damage if you have one available.

Supportive documents and information

Please only submit supportive documents and information relevant to the incident date you are requesting funding for. A new set of questions will appear for each incident you are applying for.

1. What is the total cost of you are seeking reimbursement for?

2. Please upload copies of your receipt(s) and/or paid invoice(s) for repair that reflect the total cost you are seeking reimbursement for. All basic image and text files are accepted, including JPEGs, PNGs, PDFs, DOCs, XLSs. Please do not upload videos.



3. Please submit your incident report number(s) here. *If you do not have one, you may submit an online retroactive report here to receive an incident number here: [Online Crime Reporting - Police | seattle.gov](https://seattle.gov/police/crime-reporting):*

4. Which of the following eligible items/repairs have you purchased for your business? (Check all that apply)

- Doors
- Locks
- Fences
- Gates
- Signs
- Temporary window or door board up
- Window repair or replacement
- Door repair or replacement
- Gate repair or replacement
- Exterior light repair or replacement
- Other: _____

5. How has the storefront property damage impacted your business? (Check all that apply)

- a. Financial loss
- b. Operational disruption (i.e. reduced hours of operation, changing business practices)
- c. Loss of merchandise
- d. Negative impact on staff (i.e. morale or turnover)
- e. Decrease in customer traffic
- f. Increased security costs
- g. Increased insurance premium
- h. Not applicable
- i. Other: _____



6. Have the insurance rates for your business increased since the incident date?

- a. Yes
 - i. If so, by what percentage? _____
- No
- N/A

7. Does your business insurance cover vandalism?

- a. Yes
- b. No



Storefront Security Fund application questions

1. Did you complete a CPTED security assessment?

- Yes
- No

2. Please provide the following information about your CPTED security assessment:

- Date of CPTED security assessment:
- Business Address where CPTED review was completed:
 - Address. (*E.g., 1234 Main St.*)
 - Address 2
 - City
 - State
 - ZIP code
- Who conducted the CPTED review?
 - Barb Biondo, West Precinct
 - Joe Elenbaas, East Precinct
 - Jennifer Satterwhite, Southwest Precinct
 - Matthew Brown, South Precinct
 - Katelyn Yep, North Precinct
 - Other: _____

3. Which of the following eligible items/preventive security measures have you purchased and/or implemented for your business? (Check all that apply)

- Alarm systems
- Scissor gates
- Overhead doors
- Security film on top of windows
- Security lighting
- Locks
- Shatterproof glass
- Other: _____



Supportive documents and information

- 1. What is the total cost of you are seeking reimbursement for?**
- 2. Please upload a copy of your receipt(s) and/or paid invoice(s) that reflect the total cost you are seeking reimbursement for. All basic image and text files are accepted, including JPEGs, PNGs, PDFs, DOCs, XLSs. Please do not upload videos.**
- 3. Please upload a photo(s) of the installation of security measures if you have one available. (Optional)**



Section 3: Business information

Please enter additional information about the primary business owners and business.

1. Are you the owner of the business applying for this grant? *The business owner must apply for the grant.*

- Yes
- No

2. What is your preferred language? *Please select from the dropdown menu below.*

- English
- Spanish
- Cantonese
- Taiwanese
- Taishanese
- Mandarin
- Vietnamese
- American Sign Language
- Amharic
- Arabic
- Bhutanese
- Burmese/Karen
- Congolese
- Farsi
- Japanese
- Korean
- Laotian
- Khmer/Cambodian
- Oromo
- Nepali
- Pashto/Dari
- Russian
- Somali
- Tagalog
- Thai
- Tigrinya
- Ukrainian
- Other: _____



3. What is your race/ethnicity? *Select one or more of the major categories below.*

- Asian
- Black or African American
- Hispanic or Latino/a/x
- Middle Eastern or North African
- Native American or Alaskan Native
- Native Hawaiian or Pacific Islander
- White
- Other
- Prefer not to say.

4. How would you describe your gender? *Please select from the list.*

- Male
- Female
- Non-binary
- Prefer not to say
- Other

5. How many owners does the business have?

6. Additional business owners' names. *Please list additional business owners below:*



7. Please select the category that best matches your business type:

- Retail: store
- Food services: restaurants and cafes
- Food services: bars or taverns
- Food services: mobile, catering, and food markets
- Personal services (beauty, fitness, childcare, dry cleaning, personal or consumer services, extracurricular/recreational indoor activity spaces, bowling alleys, gyms, gaming facilities, etc.)
- Healthcare (medical offices, clinics, nursing homes, massage therapists, dentists)
- Business services (legal, accounting, marketing, consulting for businesses)
- Professional or technical services (architecture firms, engineering firms)
- Creative industries (film; nightlife; special events; photography; advertising, graphic design, content creation; fashion, garment, and textiles; literature, publishing, journalism, copy editing; performing arts and cultural institutions; and nightlife spaces)
- Administrative services (admin support services)
- Agriculture or natural resources (forestry management, farming, mining, fishing)
- Childcare or daycare
- Construction or heavy site work (contractors, heavy civil, residential)
- Educational services (training, distance learning)
- Finance, insurance, or real estate (banks, investment banks, insurance brokerages, real estate brokerages)
- Hospitality (hotels)
- Life sciences or biotech (research and development, pharmaceuticals, medical devices)
- Manufacturing: food and beverage production (food producers, seafood processing, breweries, wineries, distilleries)
- Manufacturing: other
- Print publishing or other information (newspapers, magazines, book publishing, movie production)
- Social services (institutional food services, housing, emergency services, social work)
- Software, cloud-based products and services, or telecommunications (software, cloud computing, internet providers, telecom providers)
- Transportation or warehousing (trucking, rail, freight forwarding, airlines, warehousing, ground transportation, couriers)
- Transportation: waterborne (cruises, water-based tours, cargo)
- Waste services (waste management)



- Wholesalers, wholesale merchants

8. Unified Business Identifier (UBI) number. *Your company's Unified Business Identifier (UBI) is a nine-digit number that registers your company with state agencies and lets you do business in Washington. Find your UBI at the [Department of Revenue website](#).*

9. Seattle Business License Tax Certificate Number. *A valid Seattle business license is required to be eligible for this grant. License numbers are 4 to 6 digits. To find your license number, go to Seattle's [License and Tax Administration website](#).*

10. Mailing address of business (if different from location above). This is the address where we'll mail the check for the grant. *Please leave these fields blank if your mailing address is the same as your primary business address.*

- Address (E.g., 1234 Main St.)
- Address 2
- City
- State
- Zip Code

11. How did you hear about this grant?

- OED website
- OED blog
- Social media
- Small business chamber
- Business Improvement Association
- Business organization
- Word of mouth
- Other

Section 5: Certification and application submittal

I certify or declare under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct. All information given is subject to verification with all applicable State or Federal government agencies. This includes authorization to review and validate City of Seattle Business & Occupation (B&O) tax filing information. By signing and submitting this application for aid, you are authorizing the Office of Economic Development to access and review the tax information submitted by your business.

You must certify or declare this statement to submit your application.

I clarify that all information submitted in this application is true.

Submit Application