

# BUSINESS BUILDERS RESOURCE ROUNDTABLE

## BUSINESS RESOURCE GUIDE

This resource guide is provided as a tool to the Business Builders community regarding the resources available to small businesses. While not meant to be all inclusive, the resource listing illustrates the wealth of information available to small businesses seeking to start, grow and expand. It is meant as a tool to provide answers and suggestions for the information most requested by the businesses contacting the Business Resource Navigator. You are encouraged to provide this information to your business contacts and as a resource on your website. However, due to the complexity of some of the resource providers information, a referral to the Business Resource Navigator may provide a better client experience.

You are encouraged to provide any corrections or additions to this guide to the Business Resource Navigator, [rick.peenstra@tricityregionalchamber.com](mailto:rick.peenstra@tricityregionalchamber.com)


Key: 1. [Start-Up Assistance/Business Plans](#), 2. [Professional/Continuing Education](#), 3. [Funding Options/Grants/Lending](#), 4. [Staffing/Workforce Development/H/R](#), 5. [Training/Workshops/Webinars](#), 6. [Real Estate Sales/Rentals/Leasing](#), 7. [Human Resources/Personnel Management](#), 8. [Business Internships](#), 9. [Business Mentoring](#), 10. [Business Licensing/Permitting/Compliance](#), 11. [Business Certifications](#), 12. [Govt. Contracting/Exporting & Importing](#), 13. [Other](#)

AGENCY	SYNOPSIS	SERVICES	LIAISON/CONTACT
BENTON-FRANKLIN WORKFORCE DEVELOPMENT COUNCIL	BFWDC is the regional convener of workforce development activities for Benton and Franklin counties. They connect employers and job seekers to meet the needs of local employers and industries of tomorrow.	<a href="#">4. Staffing/Workforce Development/H/R</a> <a href="#">5. Training/Workshops/Webinars</a> <a href="#">13. Other - Labor Market Data and Workforce Trends</a>	 <p>Tiffany Alviso Chief Executive Officer 509.734.5993 <a href="mailto:bfsupport@bf-wdc.org">bfsupport@bf-wdc.org</a></p>
BUSINESS IMPACT NORTHWEST	A non profit Community Development Financial Institution (CDFI) dedicated to serving underbanked entrepreneurs. They provide classes and access to capital for small business, with emphasis on working with traditionally underserved populations.	<a href="#">1. Start-Up Assistance/Business Plans</a> <a href="#">9. Business Mentoring</a> <a href="#">3. Funding Options/Grants/Lending</a>	<p>206.324.4330 <a href="mailto:info@businessimpactnw.org">info@businessimpactnw.org</a></p>
BUSINESS @ WA.GOV	Small business guidance at <a href="http://business.wa.gov">business.wa.gov</a> . This is the Washington State definitive web page for small business information in the State, including personal contact information for department liaisons.	<a href="#">10. Business Licensing/Permitting/Compliance</a>	<p><a href="http://business.wa.gov/liaisons">http://business.wa.gov/liaisons</a></p>
CITY OF KENNEWICK	The Kennewick economic development team connects businesses looking to expand in Kennewick with prospective properties and assists developers, real estate professionals and entrepreneurs.	<a href="#">10. Business Licensing/Permitting/Compliance</a>	 <p>Rohana Carmichael Economic Development Manager 509.585.4532 <a href="mailto:rohana.carmichael@ci.kennewick.wa.us">rohana.carmichael@ci.kennewick.wa.us</a></p>
CITY OF PASCO	The City of Pasco works together to help businesses succeed in Pasco by providing business license support, zoning questions, and connections with local business organizations.	<a href="#">10. Business Licensing/Permitting/Compliance</a>	<p><a href="http://www.pasco-wa.gov">www.pasco-wa.gov</a></p>
CITY OF RICHLAND	The Economic Development Office at the City of Richland helps businesses locate, grow and operate within the city, focusing on the needs of individual businesses and helping them work through the process.	<a href="#">10. Business Licensing/Permitting/Compliance</a>	 <p>Mandy Wallner Economic Development Manager 509.942.7595 <a href="mailto:mwallner@ci.richland.wa.us">mwallner@ci.richland.wa.us</a></p>

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CITY OF WEST RICHLAND	In addition to providing standard business services, West Richland has advantages to locating small and large-scale wineries, or other beverage production facilities in West Richland.	10. Business Licensing/Permitting/Compliance	 <p>Eric Mendenhall Community Development Director 509.967.5902 emendenhall@westrichland.org</p>
COLUMBIA INDUSTRIES	Columbia Industries is committed to supporting and empowering individuals with disabilities and other challenges to help them achieve personal success and community engagement.	4. Staffing/Workforce Development/H/R 8. Business Internships	<p>509.215.2672 info@columbiaindustries.com</p>
COLUMBIA BASIN COLLEGE	CBC provides the ability to become a successful entrepreneur through the application of best practices and case studies of now-thriving ventures; develop business plans and strategies for growth; explore funding options.	2. Professional/Continuing Education 11. Business Certifications	 <p>Azhar Zaheer Associate Professor of Business 509.544.8792 azaheer@cbc.edu</p>
CRAFT3	Craft3 is a community development financial institution (CDFI) that uses capital to build resilience, lessen the racial wealth gap, and expand economic opportunity for all. They make loans and provide services to businesses, non profits, tribes and individuals, especially those denied access to traditional financing.	1. Start-Up Assistance/Business Plans 3. Funding Options/Grants/Lending 5. Training/Workshops/Webinars	 <p>Megan Hulsey Business Lender 509.240.1981 mhulsey@craft3.org</p>
DEPT. OF ENTERPRISE SERVICES	DES assists in doing business with the State. Register to receive bid opportunities, provide contract services to state and local governments.	10. Business Licensing/Permitting/Compliance 12. Government Contracting	<p>Shana Barehand Business Diversity Outreach Manager 360.407.7926 shana.barehand@des.wa.gov</p>
DEPT. OF VETERANS AFFAIRS	Provides benefits, resources, and programs for veterans such as Veteran Owned Business Certification and Veterans Linked Deposit Program.	3. Funding Options/Grants/Lending 5. Training/Workshops/Webinars 11. Business Certifications	<p>Shamekia Moultrie Veteran Owned Business Program Specialist 360.791.1788 shamekiam@dva.wa.gov</p>
ENERGY NORTHWEST	Energy Northwest is a joint operating agency service a consortium of 27 public utility districts and municipalities across the state, also providing services to help local businesses grow and expand.	6. Real Estate Sales/Rentals/Leasing	 <p>Sarah Giomi Project Specialist 509.554.7180 sgiom@energy-northwest.com</p>
EVERGREEN BUSINESS CAPITAL	Evergreen enables business to expand while retaining enough working capital. They provide loans with lower down payments, fixed interest rates, and terms up to 25 years.	3. Funding Options/Grants/Lending	 <p>Michael Toomey Vice President, Loan Officer 509.230.6539 mtoomey@evergreen504.com</p>
FUSE SPC	FUSE is a business incubator/accelerator, providing a comprehensive entrepreneurial ecosystem for early-stage businesses including a co-working facility, training, education, and mentoring.	1. Start-Up Assistance/Business Plans 3. Funding Options/Grants/Lending 9. Business Mentoring	<p>Wendy Gehrig 509.845.0580 wendy@fusespc.com</p>

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HANFORD AREA ECONOMIC INVESTMENT FUND	HAEIF is a revolving loan fund for businesses in Benton and Franklin counties. They provide business loans for borrowers not qualified for a traditional bank loan. Criteria to support loan must include job creation and economic benefit to the bi-county area.	3. Funding Options/Grants/Lending	 <p>Julie Sovereign 509.394.2701 loanservices@haeif.com</p>
HISTORIC DOWNTOWN KENNEWICK PARTNERSHIP	A volunteer-led economic and community development-focused non-profit and an accredited National Main Street Program. They strengthen and enrich Downtown Kennewick by supporting entrepreneurship and encouraging community vitality.	5. Training/Workshops/Webinars 13. Other - Accredited National Main Street Program	 <p>Stephanie Button Executive Director 509.582.7221 partnership@historickennewick.org</p>
PORT OF BENTON	Provides architecture and engineering, design and planning, environmental, and other professional services to public and small works contracts. Real estate sale and leasing opportunities for economic development.	6. Real Estate Sales/Rentals/Leasing 13. Other - Architecture, Engineering, Design, Planning	 <p>Ron Branine Director of Facilities and Operations 509.375.3060 rbranine@portofbenton.com</p>
PORT OF KENNEWICK	The Port of Kennewick's real estate portfolio includes land, buildings, and marina slips and encompasses industrial, commercial, office and urban mixed-use, for sale or lease.	6. Real Estate Sales/Rentals/Leasing 13. Other - Competitive Bidding for Small Works Contracts	 <p>Amber Hanchette Director of Operations and Real Estate 509.586.1186 amber@portofkennewick.org</p>
PORT OF PASCO	The Port of Pasco is an economic development organization focused on a mix of transportation - water, rail and air - and property/infrastructure to facilitate job creation.	6. Real Estate Sales/Rentals/Leasing 13. Other - Warehousing, Water, Air, Rail Transportation	 <p>Mayra Reyna Director of Properties 509.541.3378 mreyna@portofpasco.org</p>
SCORE	SCORE is a U.S. Small Business Administration resource partner founded in 1964. This 501(c)(3) organization is the nation's largest of network of expert volunteer business mentors. Guidance on starting a business.	1. Start-Up Assistance/Business Plans 9. Business Mentoring	 <p>Rick Peenstra 509.727.4140 rick.peenstra@scorevolunteer.org</p>
SMALL BUSINESS DEVELOPMENT CENTER	SBDC customized training provides practical real-life solutions tailored for the entrepreneur and facilitated by knowledgeable business professionals. Webinars, eLearning and workshops are designed to help better position your business for the future.	1. Start-Up Assistance/Business Plans 5. Training/Workshops/Webinars 9. Business Mentoring	<p>Paul Bowen, Paul.bowen@wsbdc.org Maria Pena, Maria.pena@wsbdc.org Christy Mastin, Christy.mastin@wsbdc.org</p>
TRI-CITIES FUTURES	TC Futures is a partnership between BFWDC, Career Path Services, and ESD123. TC Futures hosts job fairs, screens and recruits workers, and assists in obtaining credentials.	4. Staffing/Workforce Development 13. Other - Out of School Youth Workforce Development; Assist Youth and Young Adults with Employment Pathways	<p>Marla McMackin WIOA Youth Employment Practitioner 509.537.1716 marla@tcfutures.org</p>
TRIDEC	The Tri-City Development Council has a three-fold mission of business retention and expansion, industrial recruitment/attraction, and new business development.	12. Govt. Contracting/Exporting & Importing 13. Other - Industrial Development & Manufacturing	 <p>Traci Jao Director of Business and Community Relations 509.735.1000 tjao@tridec.org</p>

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<p>TRI-CITY REGIONAL CHAMBER OF COMMERCE</p>	<p>The Tri-City Regional Chamber of Commerce is the voice of business. They promote regional prosperity and strengthen their members business through advocacy, leadership, networking and innovative business programs.</p>	<p>8. Business Internships 13. Other - Business to Business Networking 13. Other - Business Advocacy</p>	 <p>Tracie Boothe BRI Grant Manager 509.491.3236 tracie.boothe@tricityregionalchamber.com</p>
<p>US. DEPT. OF AGRICULTURE</p>	<p>The USDA provides licenses and permits for agricultural products, regulates food safety, and provides financial opportunities to individual families.</p>	<p>3. Funding Options/Grants/Lending</p>	<p>Laura Raymond Regional Markets Program Lead 206.256.6157 lraymond@agr.wa.gov</p>
<p>U.S. SMALL BUSINESS ADMINISTRATION</p>	<p>The SBA is a US government agency that provides support to entrepreneurs and small businesses. The mission of the SBA is to maintain and strengthen the nation's economy be enabling the establishment and viability of small business</p>	<p>3. Funding Options/Grants/Lending</p>	<p>Joel Nania Spokane Branch Manager 509.353.2800 joel.nania@sba.gov</p>
<p>WASHINGTON HEALTH BENEFITS EXCHANGE</p>	<p>Qualified health and dental plans, tax credits, or financial help to pay for co-pays and premiums.</p>	<p>13. Other - Medical/Health Benefit Plans</p>	 <p>Marie Cooper Senior Outreach Coordinator marie.cooper@wahbexchange.org</p>
<p>WASHINGTON OFFICE OF MINORITY &amp; WOMEN'S BUSINESS ENTERPRISE</p>	<p>Washington Office of Minority &amp; Women's Business Enterprise - OMWBE is the sole agency that certifies minority and women-owned businesses to participate in Washington State public contracting and procurement.</p>	<p>11. Business Certifications</p>	<p>Monisha Ramey 509.539.2511 monishar@omwbe.wa.gov</p>
<p>WASHINGTON PROCUREMENT TECHNICAL ASSISTANCE CENTER</p>	<p>Washington Procurement Technical Assistance Center is designed to help the Washington State business community in all areas of selling to local, state, federal agencies and government prime contractors.</p>	<p>12. Govt. Contracting/Importing &amp; Exporting</p>	 <p>Maria Alleman PTAC Counselor 509.736.0510 maria.alleman@tricityregionalchamber.com</p>
<p>WASHINGTON DEPT. OF SOCIAL AND HEALTH SERVICES</p>	<p>Washington Department of Social and Health Services - DSHS division of Vocational Rehabilitation (DVR) offers a variety of support services to assist businesses in hiring and retaining VR customers with disabilities.</p>	<p>4. Staffing/Workforce Development/H/R 7. Human Resources/Personnel</p>	<p>Jaime Rasmussen Planning and Evaluation Manager 877.501.2233 j.rasmussen@dshs.wa.gov</p>
<p>WASHINGTON STATE DEPT. OF REVENUE</p>	<p>Washington DOR is a one-stop state and city business licensing service.</p>	<p>10. Business Licensing/Permitting/Compliance</p>	<p>Kim Johnson 360.705.6615 kimberlyj@dor.wa.gov</p>
<p>WASHINGTON STATE DEPT. OF COMMERCE</p>	<p>The Washington State Commerce Department has numerous programs designed to help small business with economic development, housing, public safety, international trade.</p>	<p>1. Start-Up Assistance/Business Plans 3. Funding Options/Grants/Lending 5. Training/Workshops/Webinars</p>	<p>Lynn Logan 360.902.4865 lynn.logan@commerce.wa.gov</p>

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WASHINGTON STATE DEPT. OF LABOR AND INDUSTRIES	L&I regulates Workers Compensation, employment standards and policies, workplace safety and health, and assists with contractor registration.	7. Human Resources/Personnel	 <p>Celia Nightingale Small Business Manager/Liaison 360.584.9698 smallbusiness@lni.wa.gov</p>
WASHINGTON OFFICE OF REGULATORY INNOVATION AND ASSISTANCE	ORIA provides assistance with local, state and federal business licensing regulations and environmental permitting.	10. Business Licensing/Permitting/Compliance	<p>Hugo Nicolas Small Business Consultant 360.584.9698 hugo.nicolas@gov.wa.gov</p>
WASHINGTON SECRETARY OF STATE, CORPORATIONS AND CHARITIES	Washington SoS registers corporate business entities, charitable organizations, trademarks and domestic partnerships.	10. Business Licensing/Permitting/Compliance	
WASHINGTON STATE UNIVERSITY TRI-CITIES	WSU Tri Cities provides continuing and professional education leading to degrees in finance, accounting, marketing and real estate. Certification in fundamentals of business.	2. Professional/Continuing Education 8. Business Internships 11. Business Certifications	 <p>Joan L. Giese, Ph.D. Associate Professor 509.372.7036 joan.giese@wsu.edu</p>
WASHINGTON WORKFORCE PORTAL	The Washington Workforce Portal is the premier connection point for employers who are looking to recruit the best talent of the next generation as well as students looking for the next education advancement that is the best match for their needs.	4. Staffing/Workforce Development/H/R 8. Business Internships	 <p>Brooke Myrland Workforce &amp; Education Manager 509.491.3242 brooke.myrland@tricityregionalchamber.com</p>
WORKSOURCE COLUMBIA BASIN	WorkSource is a partnership of organizations dedicated to uniting business with qualified workers. We assist businesses in Benton and Franklin counties at any point in the business cycle by providing solutions to finding and retain skilled workers, as well as to connect to other needed resources.	4. Staffing/Workforce Development/H/R 5. Training/Workshops/Webinars 7. Human Resources/Personnel	 <p>Crystal Bright Worksource System Coordinator 509.734.5887 crystal.bright@esd.wa.gov</p>