



WORKFORCE DEVELOPMENT BOARD
OF SOLANO COUNTY

Solano Workforce Stability Grant Program

Administered by the Workforce Development Board of Solano County

Applications Open: April 1, 2026

Program Summary

In response to the economic impacts resulting from the closures of Anheuser-Busch in Fairfield, Mare Island Dry Dock in Vallejo, and the Valero Refinery in Benicia, the Workforce Development Board of Solano County (WDB), in partnership with the Solano-Napa Small Business Development Center (SBDC), has established the Solano Workforce Stability Grant Program.

This program will provide targeted grant funding to small businesses experiencing financial hardship as a result of these closures. The purpose of this funding is to support business stabilization and layoff aversion by helping businesses adapt operations and retain employees.

The following funding opportunities are available:

- **Anheuser-Busch/Mare Island Dry Dock Closures:**
WDB anticipates awarding grants to up to 13 businesses, with individual awards of up to \$10,000.
- **Valero Refinery (Benicia) Closure:**
WDB anticipates awarding grants to up to 10 businesses, with individual awards of up to \$25,000.

Funding will support business stabilization activities such as operational pivots, technology upgrades, worker training, and internal process improvements aimed at retaining employees and preventing layoffs.

Grant funding will be awarded until funds are exhausted.

This program is funded by the Workforce Innovation and Opportunity Act (WIOA) Dislocated Worker Program, using Rapid Response Additional Assistance (25 Percent) funds, administered by the California Employment Development Department (EDD).

Business Support Services

In addition to grant funding, this program includes support for impacted businesses through targeted consulting services provided in partnership with the SBDC.

The SBDC offers one-on-one business advising at no cost to assist business owners with business continuity planning, operational pivots, financial strategy, marketing, workforce challenges, and long-term stabilization.

Businesses are not required to receive grant funding to access these services. Applicants may be referred to, or may directly access, support as part of the broader layoff aversion and business stabilization effort.

Eligibility

To be eligible, businesses must be able to meet the following requirements:

- Have a physical business location within Solano County and demonstrate that the impact occurred at that location
- Be currently open and operating
- Hold a valid business license in the city business is located
- Meet the Small Business Administration (SBA) definition of a small business (500 or fewer employees)
- Be in good standing with applicable state and local requirements
- Submit a complete application that includes a clear funding request, proposed budget, and a detailed layoff aversion plan demonstrating how funds will be used to prevent workforce reductions
- Demonstrate measurable impact resulting from one or more of the identified business closures
- Demonstrate that one or more employees (excluding the owner) are at risk of layoff or workforce reduction
- Provide supporting documentation demonstrating business impact. Self-attestation alone may be considered on a case-by-case basis but is not sufficient without supporting documentation.
- Submit a copy of a valid business license and a completed IRS Form W-9 as part of the application process.
- Commit to retaining at least 50% of their workforce for a minimum of six (6) months following receipt of funds.

Eligible business structures include:

- Sole Proprietorship (must have one or more employees, excluding the owner)
- Partnership
- Limited Liability Company (LLC)
- Corporation (C-Corp or S-Corp)

Businesses operating as sole proprietors without employees (owner-only businesses) are not eligible under this program, as funding must support layoff aversion and workforce retention.

Businesses headquartered outside of Solano County may apply; however, funding must support operations and employees at the Solano County location.

Applicants will be required to identify and describe one or more of the following impacts:

- Revenue decline
- Loss of contracts or customers
- Reduction in employee hours or wages
- Layoffs or anticipated layoffs
- Supply chain disruption or vendor loss

Funding is limited, and submission of an application does not guarantee an award. Awards will be given based on eligibility and the quality of the responses.

Examples of Allowable Uses Include:

- Purchasing computer equipment or software to support operations
- Purchasing tools, services, or systems that increase revenue or operational capacity
- Implementing targeted marketing or business development strategies to replace lost revenue
- Purchasing machinery or equipment required to pivot business operations
- Addressing supply chain disruptions or pursuing new contract opportunities
- Implementing operational changes that directly support business stabilization
- Providing training or upskilling for current employees
- Limited professional or consulting services directly tied to business stabilization or layoff aversion

All requested activities must clearly support layoff aversion and business stabilization.

Examples of Non-Allowable Uses of Funds:

- Employee wages, salaries, or benefits
- Rent, lease payments, or utilities
- Loan payments, debt, or credit obligations
- General operating expenses not tied to layoff aversion
- General marketing or advertising not tied to replacing lost revenue
- Construction, major renovations, or capital improvements
- Vehicle purchase, maintenance, or fuel
- General legal, accounting, or administrative services not tied to an approved activity
- Any expense already covered by another funding source
- Any activity that does not clearly support business stabilization or workforce retention

Multiple Applications and Funding Considerations

Businesses impacted by more than one of the identified business closures may submit separate applications for each funding opportunity, provided that each application clearly demonstrates the specific impact associated with each closure.

Applicants must ensure that requested activities and associated costs are distinct and directly tied to the specific closure identified in each application. Funding requests must not be duplicative across applications.

The Workforce Development Board reserves the right to deny funding for any application where sufficient distinction between impacts, activities, or costs cannot be clearly demonstrated.

Funding and Post-Award Requirements

Grants will be awarded based on eligibility and review of an applicant's layoff aversion plan and funding request. Depending on the number of applications received and the amount of funds requested, a randomized lottery may be used to determine the order in which applications are reviewed.

Due to the use of federal funding, selected applicants must attest to all required Certifications and Assurances, enter into a formal grant agreement with the Workforce Development Board, and complete the contract process prior to the disbursement of funds. The agreement will outline approved activities, funding amounts, reporting requirements, and all program terms and conditions. WDB anticipates contacting selected awardees between May 11, 2026 and May 15, 2026. Awardees will have two (2) business days to respond to notification. If an awardee does not respond within this timeframe, WDB reserves the right to rescind the award and select an alternate applicant.

Awarded businesses will be required to submit a 6-month report following receipt of funds to document how grant funds were utilized and to demonstrate the impact on business operations and workforce retention.

The report will include, at a minimum:

- A narrative summary describing how grant funds were used, including activities completed, any changes from the original proposed funding plan, and how the funding supported business stabilization and layoff aversion efforts
- Documentation supporting the use of funds (e.g., receipts, invoices, or proof of payment) for grant-funded activities
- Number of employees at time of award and at the time of reporting
- Number of jobs retained, layoffs avoided, or reductions in workforce impacts

All expenditures must align with approved activities and comply with applicable Workforce Innovation and Opportunity Act (WIOA) and Rapid Response requirements. Failure to provide required documentation or demonstrate appropriate use of funds may result in corrective action, including potential repayment of funds, in accordance with grant terms and conditions.

Outcomes may include retained jobs, avoided layoffs, avoided reductions in employee hours, operational pivots, improved efficiency, replacement of lost revenue, or other measurable business stabilization results. Entities receiving an award may be subject to local, state, or federal monitoring.

Tax and Reporting Requirements

Grant funds awarded through this program may be considered taxable income under federal and/or state law. Recipients may be issued an IRS Form 1099-NEC for the total amount of grant funds received.

Pursuant to Internal Revenue Code Section 61, gross income includes all income from whatever source derived unless specifically excluded by law. Grant funds provided under this program are not excluded and may be subject to taxation.

Applicants are strongly encouraged to consult with a qualified tax professional, accountant, or financial advisor regarding the tax implications of receiving grant funds.

Program Timeline

The following calendar is presented to advise all prospective applicants of the anticipated timelines for this grant program. The WDB reserves the right to revise this schedule as it deems necessary.

Applicants are responsible for periodically checking the website for the most current information by visiting www.solanoemployment.org/funding.

Event	Date
Application Period Opens	April 1, 2026
Informational Session	April 14, 2026 – 3:30 p.m. PT
Informational Session	April 21, 2026 – 3:30 p.m. PT
Application Deadline	May 1, 2026 - 11:59 p.m. PT
Awardee Notifications	May 11 - 15, 2026
Awardee Confirmations	May 18, 2026

Informational Session

Prospective applicants are encouraged to attend an informational session. Staff will provide an overview of the program and respond to questions related to program requirements. Please note that staff are unable to provide guidance or feedback on an applicant’s individual layoff aversion plan.

Two informational sessions will be held on April 14 and April 21 at 3:30 p.m., via Zoom. Registration is required. Once registered, participants will automatically receive a link to join the session on their selected date. Prospective applicants may register for one or both sessions.

To register, visit:

https://us02web.zoom.us/meeting/register/vZY4CU3oQLOA5EFdY_OEWw

Questions/Answers:

Questions regarding this program may be submitted at any time by emailing opportunities@solanowdb.org.

All questions and responses, including those addressed during the Informational Webinars, will be compiled and posted on the WDB website at www.solanoemployment.org/funding. Responses provided during webinars or other communications are considered preliminary and are not official until published on the website.

Written questions will be accepted through April 22, 2026. Responses will be posted on the WDB website on a rolling basis, no less than twice weekly, with a final posting on April 24, 2026. Questions submitted after the deadline will not be answered.

Application Deadline

Applications must be submitted by 11:59 p.m. PT on Friday, May 1, 2026, via the online application available at www.solanoemployment.org/funding, where all program materials are provided. Applications will only be accepted through the online application portal. The application will no longer be accessible after the stated deadline, and late submissions will not be accepted.