

Eligible Recipient	
--------------------	--

Please use pages 1 through 12 to describe the project for which you will use TA Grant Program funds.

SECTION 1: Data-driven assessment of the needs of eligible beneficiaries in the eligible recipient's jurisdiction. Eligible recipients must provide information and data that they have used to design their TA projects in a way that effectively addresses eligible beneficiaries' needs, particularly information and data on barriers to capital access. Information and data may include information from organizations and businesses associated with eligible beneficiaries; historical records and research reports on the need for small business legal, accounting, and financial advisory services in the jurisdiction; and statistical data on local economic conditions such as unemployment or job-creation numbers.

Eligible Recipient	
--------------------	--

SECTION 1 (continued):

--

Eligible Recipient	
--------------------	--

SECTION 1 (continued):

--

Eligible Recipient

SECTION 2: The organizational capacity and ability of the TA providers. Eligible recipients must describe the proposed TA providers and, if applicable, the process for identifying future TA providers, such as eligible recipients' procurement processes. Eligible recipients must discuss their capability to directly implement the TA project or to manage subrecipient or contractor implementation. Eligible recipients must also discuss any subrecipient's or contractor's capability to implement the TA project or to manage the implementation of lower-tier subrecipients or contractors. Eligible recipients must discuss the process, sources, and tools used in identifying and determining the capability of the TA providers. Eligible recipients must address requirements set forth under "TA Provider Requirement: Connection to Economic Benefits" in Section V.b and "TA Provider Requirement: Prioritization of SEDI-Owned Businesses as Providers" in Section V.c of the TA Grant Program Guidelines.

Eligible Recipient	
--------------------	--

SECTION 2 (continued):

--

Eligible Recipient	
--------------------	--

SECTION 2 (continued):

--

Eligible Recipient

SECTION 3: The connection between the TA project and SSBCI or other program that supports small businesses. Eligible beneficiaries are VSBs and SEDI-owned businesses that are applying for, preparing to apply for, or previously applied for an SSBCI capital program or other federal or other jurisdiction small business program. Accordingly, eligible recipients must describe how the project is connected to the relevant small business programs. For example, where an eligible recipient's capital program is focused on capital access for small manufacturing enterprises (SMEs), the eligible recipient's TA Grant Program application should include information connecting TA projects to the needs of SMEs that are SEDI-owned businesses and VSBs applying for an SSBCI program or other federal or other jurisdiction small business program. This could include information on how the planned TA services are expected to help SME eligible beneficiaries to, for example, implement new technologies, build relationships with local distributors, or reduce energy costs.

Eligible Recipient	
--------------------	--

SECTION 3 (continued):

--

Eligible Recipient	
--------------------	--

SECTION 3 (continued):

--

Eligible Recipient	
--------------------	--

SECTION 4: The strategy and efforts to reach SEDI-owned businesses and VSBs that are eligible beneficiaries. Eligible recipients should describe their strategy and efforts to reach eligible beneficiaries, such as regular internal organization meetings to assess TA project implementation and planned outreach efforts (e.g., publicity, email campaigns, neighborhood canvassing).

--

Eligible Recipient	
--------------------	--

SECTION 4 (continued):

--

Eligible Recipient	
--------------------	--

SECTION 4 (continued):

--

Eligible Recipient	
--------------------	--

Please use pages 1 through 3 to describe the performance goals for the TA program.

Eligible recipients must describe their performance goals and benchmarks for their TA Grant Program award. Treasury expects the duration of the period of performance for TA Grant Program awards will be up to five years. The performance measures must be tied to addressing the needs of eligible beneficiaries and explain the approach to addressing those needs. Eligible recipients must explain the output measures they will use to measure performance and the benchmarks for all identified short-, medium-, or long-term goals. Examples of output measures may include the number of newly established business organizations or the number of successful small business program applications submitted by eligible beneficiaries.

Eligible Recipient	
--------------------	--

Performance Goals (continued):

--

Eligible Recipient	
--------------------	--

Performance Goals (continued):

--

Legend:	Standard
	Calculated Field
	To be Completed by Applicant

SSBCI TECHNICAL ASSISTANCE APPLICATION
Detailed Budget and Narrative Justification

Applicant	xxxxxxxx
Agreement/Amendment Number or Federal Award Identification Number (FAIN)	xxxxxxx
Date Submitted	xxxxx xx, 20xx

BUDGET SUMMARY – YEAR 1

BUDGET CATEGORY	COST
A. Personnel	\$0
B. Fringe Benefits	\$0
C. Travel	\$0
D. Equipment	\$0
E. Supplies	\$0
F. Contractual	\$0
G. Other	\$0
H. Total Direct Costs (sum of A to G)	\$0
I. Indirect Cost	\$0
TOTAL PROJECT COSTS (sum of H and I)	\$0

A. Personnel

Line Item #	Position	Number of Personnel	Annual Salary/Wage	% Level of Effort	COST
1	xxxxxx	0.00	\$0	0.0%	\$0
2					\$0
3					\$0
4					\$0
5					\$0
6					\$0
7					\$0
8					\$0
9					\$0
10					\$0
11					\$0
12					\$0
13					\$0
14					\$0
15					\$0

		TOTAL	\$0
--	--	-------	-----

Personnel Narrative

1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
13	
14	
15	

B1. Fringe Components

Our organization's fringe rate is comprised of:

	Fringe Component	Rate (%)
	xxxxxx	0.00%
		0.00%
		0.00%
		0.00%
		0.00%
		0.00%
		0.00%
		0.00%
		0.00%
		0.00%
	TOTAL	0.00%

Fringe Benefits Narrative

xxxxxxx

B. Fringe Benefits

Line #	Position	Number of Personnel	Fringe Benefit Base	Total Fringe Rate (%)	COST
1	xxxxxx	0	\$0	0.00%	\$0
2	0	0	\$0	0.00%	\$0
3	0	0	\$0	0.00%	\$0
4	0	0	\$0	0.00%	\$0
5	0	0	\$0	0.00%	\$0
6	0	0	\$0	0.00%	\$0
7	0	0	\$0	0.00%	\$0
8	0	0	\$0	0.00%	\$0
9	0	0	\$0	0.00%	\$0
10	0	0	\$0	0.00%	\$0
11	0	0	\$0	0.00%	\$0
12	0	0	\$0	0.00%	\$0
13	0	0	\$0	0.00%	\$0
14	0	0	\$0	0.00%	\$0
15	0	0	\$0	0.00%	\$0
TOTAL					\$0

C. Travel

Line Item #	Purpose of Travel	Location(s) [FROM City/State]	Location(s) [TO City/State]	Item (select from drop down list)	Cost/Rate	Basis for Cost/Rate	Quantity	Number of Persons	COST
1	xxxx	xxxxxx, xx	xxxxx, xx	Per Diems (M&IE only)	\$0	per day	0.00	0	\$0
2				Transportation (air)	\$0	per round trip	0.00	0	\$0
3									\$0
4									\$0
5									\$0
6									\$0
7									\$0
8									\$0
9									\$0
10									\$0
									\$0

Travel Narrative

xxxxxx
xxxxxx
xxxxxx

Line Item #	Purpose of Travel	Location(s) [FROM City/State]	Location(s) [TO City/State]	Item (select from drop down list)	Cost/Rate	Basis for Cost/Rate	Quantity	Number of Persons	COST
xxxxx									
xxxxx									

D. Equipment

Line Item #	Item Description	Quantity	Estimated Unit Cost	Percentage Charged to the Project (%)	COST
1	xxxxx	0	\$0	0%	\$0
2					\$0
3					\$0
TOTAL					\$0

Equipment Narrative

1	xxxx
2	xxxx
3	xxxx

E. Supplies

Line Item #	Item Description	Unit Cost	Basis	Quantity	Duration (if applicable)	COST
1	xxxxxxx	\$0	per month		0.00	\$0
2	xxxxxxx	\$0	per laptop	0		\$0
3						\$0
4						\$0
5						\$0
6						\$0
7						\$0
8						\$0
9						\$0
10						\$0
					TOTAL	\$0

Supplies Narrative

1	xxxx
2	xxxx
3	xxxx

4	xxxx
5	xxxx
6	xxxx
7	xxxx
8	xxxx
9	xxxx
10	xxxx

F. Contractual

Line Item #	Name of Contractor or Subrecipient	Indicate whether Contractor or Subrecipient	COST
1	xxxxx	xxxxxxx	\$0
2	xxxxx	xxxxxxx	
3	xxxxx	xxxxxxx	
4	xxxxx	xxxxxxx	
5	xxxxx	xxxxxxx	
TOTAL			\$0

Contractual Narrative

1	xxxx
2	xxxx
3	xxxx

4	xxxx
5	xxxx

G. Other

Line Item #	Description	Rate/Unit Cost	Basis	Quantity	Duration (if applicable)	COST
1	xxxxx	\$0.00	per item	0		\$0
2	xxxxx	\$0.00	per sq ft per month	0	0	\$0
3						\$0
4						\$0
5						\$0
TOTAL						\$0

Other Narrative

1	xxxx
2	xxxx
3	xxxx
4	xxxx
5	xxxx

I. Indirect Cost (IDC)

Line Item #	Budget Category	Indirect Cost Rate (%)	Distribution Base	INDIRECT COST
1	Personnel			\$0
2	Fringe Benefits			\$0
3	Travel			\$0
4	Equipment			\$0
5	Supplies			\$0
6	Contractual			\$0
7	Other			\$0
	TOTAL			\$0

Indirect Cost Narrative

1	xxxx
2	xxxx
3	xxxx
4	xxxx
5	xxxx
6	xxxx

7	XXXX
---	------

BUDGET SUMMARY – FUTURE YEARS

BUDGET CATEGORY	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL REQUESTED
A. Personnel					\$0
B. Fringe Benefits					\$0
C. Travel					\$0
D. Equipment					\$0
E. Supplies					\$0
F. Contractual					\$0
G. Other					\$0
H. Total Direct Costs (sum of A to G)	\$0	\$0	\$0	\$0	\$0
I. Indirect Cost					\$0
TOTAL PROJECT COSTS (sum of H and I)	\$0	\$0	\$0	\$0	\$0

ASSURANCES OF COMPLIANCE WITH CIVIL RIGHTS REQUIREMENTS

As a condition of receipt of federal financial assistance from the Department of the Treasury, the recipient named below (hereinafter referred to as the “Recipient”) provides the assurances stated herein. The federal financial assistance may include federal grants, loans and contracts to provide assistance to the Recipient’s beneficiaries, the use or rent of Federal land or property at below market value, Federal training, a loan of Federal personnel, subsidies, and other arrangements with the intention of providing assistance. Federal financial assistance does not encompass contracts of guarantee or insurance, regulated programs, licenses, procurement contracts by the Federal government at market value, or programs that provide direct benefits.

The assurances apply to all federal financial assistance from or funds made available through the Department of the Treasury, including any assistance that the Recipient may request in the future.

The Civil Rights Restoration Act of 1987 provides that the provisions of the assurances apply to all of the operations of the Recipient’s program(s) and activity(ies), so long as any portion of the Recipient’s program(s) or activity(ies) is federally assisted in the manner prescribed above.

1. Recipient ensures its current and future compliance with legal requirements related to nondiscrimination and nondiscriminatory use of federal funds. These requirements include ensuring that entities receiving federal financial assistance from Treasury do not deny benefits or services, or otherwise discriminate on the basis of race, color, national origin (including limited English proficiency), disability, age, or sex (including sexual orientation and gender identity), in accordance with, but not limited to, the following authorities: Title VI of the Civil Rights Act of 1964 (Title VI), 42 U.S.C. 2000d-1 et seq., and the Department's implementing regulations, 31 C.F.R. part 22, and other pertinent executive orders such as Executive Order 13166; Section 504 of the Rehabilitation Act of 1973 (Section 504), 29 U.S.C. 794; Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. 1681 et seq., and the Department's implementing regulations, 31 C.F.R. part 28; Age Discrimination Act of 1975, 42 U.S.C. 6101 et seq., and the Department’s implementing regulations at 31 C.F.R. part 23; and Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.).
2. Recipient acknowledges that Executive Order 13166, “Improving Access to Services for Persons with Limited English Proficiency,” seeks to improve access to federally assisted programs and activities for individuals who, because of national origin, have Limited English proficiency (LEP). Recipient understands that denying a person access to its programs, services, and activities because of LEP is a form of national origin discrimination prohibited under Title VI of the Civil Rights Act of 1964 and the Department of the Treasury’s implementing regulations. Accordingly, Recipient shall initiate reasonable steps, or comply with the Department of the Treasury’s directives, to ensure that LEP persons have meaningful access to its programs, services, and activities. Recipient understands and agrees that meaningful access may entail providing language assistance services, including oral interpretation and written translation where necessary, to ensure effective communication in the Recipient’s programs, services, and activities.
3. Recipient agrees to consider the need for language services for LEP persons when Recipient develops applicable budgets and conducts programs, services, and activities. As a resource, the Department of the

Treasury has published its LEP guidance at 70 FR 6067. For more information on taking reasonable steps to provide meaningful access for LEP persons, please visit <http://www.lep.gov>.

4. Recipient acknowledges and agrees that compliance with the assurances constitutes a condition of continued receipt of federal financial assistance and is binding upon Recipient and Recipient's successors, transferees, and assignees for the period in which such assistance is provided.
5. Recipient acknowledges and agrees that it must require any sub-grantees, contractors, subcontractors, successors, transferees, and assignees to comply with assurances 1-4 above. With regard to Title VI, Recipient agrees to incorporate the following language in every contract or agreement subject to Title VI and its regulations between the Recipient and the Recipient's sub-grantees, contractors, subcontractors, successors, transferees, and assignees:

The sub-grantee, contractor, subcontractor, successor, transferee, and assignee shall comply with Title VI of the Civil Rights Act of 1964, which prohibits recipients of federal financial assistance from excluding from a program or activity, denying benefits of, or otherwise discriminating against a person on the basis of race, color, or national origin (42 U.S.C. § 2000d et seq.), as implemented by the Department of the Treasury's Title VI regulations, 31 CFR Part 22, which are herein incorporated by reference and made a part of this contract (or agreement). Title VI also includes protection to persons with "Limited English Proficiency" in any program or activity receiving federal financial assistance, 42 U.S.C. § 2000d et seq., as implemented by the Department of the Treasury's Title VI regulations, 31 CFR Part 22, and herein incorporated by reference and made a part of this contract or agreement.

6. Recipient understands and agrees that if any real property or structure is provided or improved with the aid of federal financial assistance by the Department of the Treasury, this assurance obligates the Recipient, or in the case of a subsequent transfer, the transferee, for the period during which the real property or structure is used for a purpose for which the federal financial assistance is extended or for another purpose involving the provision of similar services or benefits. If any personal property is provided, this assurance obligates the Recipient for the period during which it retains ownership or possession of the property.
7. Recipient shall cooperate in any enforcement or compliance review activities by the Department of the Treasury of the aforementioned obligations. Enforcement may include investigation, arbitration, mediation, litigation, and monitoring of any settlement agreements that may result from these actions. The Recipient shall comply with information requests, on-site compliance reviews and reporting requirements.
8. Recipient shall maintain a complaint log and inform the Department of the Treasury of any complaints of discrimination on the grounds of race, color, or national origin, and limited English proficiency covered by Title VI of the Civil Rights Act of 1964 and implementing regulations and provide, upon request, a list of all such reviews or proceedings based on the complaint, pending or completed, including outcome. Recipient also must inform the Department of the Treasury if Recipient has received no complaints under Title VI.
9. Recipient must provide documentation of an administrative agency's or court's findings of non-compliance of Title VI and efforts to address the non-compliance, including any voluntary compliance or other

agreements between the Recipient and the administrative agency that made the finding. If the Recipient settles a case or matter alleging such discrimination, the Recipient must provide documentation of the settlement. If Recipient has not been the subject of any court or administrative agency finding of discrimination, please so state.

10. If the Recipient makes sub-awards to other agencies or other entities, the Recipient is responsible for ensuring that sub-recipients also comply with Title VI and other applicable authorities covered in this document. State agencies that make sub-awards must have in place standard grant assurances and review procedures to demonstrate that they are effectively monitoring the civil rights compliance of subrecipients.

The United States of America has the right to seek judicial enforcement of the terms of this assurances document and nothing in this document alters or limits the federal enforcement measures that the United States may take in order to address violations of this document or applicable federal law.

Under penalty of perjury, the undersigned official(s) certifies that official(s) has read and understood the Recipient's obligations as herein described, that any information submitted in conjunction with this assurances document is accurate and complete, and that the Recipient is in compliance with the aforementioned nondiscrimination requirements.

Recipient

Date

Signature of Authorized Official

PAPERWORK REDUCTION ACT NOTICE

The information collected will be used for the U.S. Government to process requests for support. The estimated burden associated with this collection of information is 30 minutes per response. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to the Office of Privacy, Transparency and Records, Department of the Treasury, 1500 Pennsylvania Ave., N.W., Washington, D.C. 20220. DO NOT send the form to this address. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid control number assigned by OMB.