

A G E N D A



Recommendation for Council Action

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| Austin City Council | Item ID | 75133 | Agenda Number | 22. |
| Meeting Date: | 9/28/2017 | Department: | Neighborhood Housing and Community Development | |
| Subject | | | | |
| <p>Authorize the negotiation and execution of a one-year contract with BUSINESS INVESTMENT GROWTH to provide training and technical assistance services to certified microenterprise firms in an amount not to exceed \$200,000 with one 12-month extension option in an amount not to exceed \$200,000, for a total contract amount not to exceed \$400,000.</p> | | | | |
| Amount and Source of Funding | | | | |
| <p>Funding is available in the Fiscal Year 2017-2018 Operating Budget of the Neighborhood Housing and Community Development Office. Funding is contingent on the release of Fiscal Year 2017 federal funds from U.S. Department of Housing and Urban Development, Community Development Block Grant. Funding for the 12-month extension option is contingent upon the availability of funding in future budgets.</p> | | | | |
| Fiscal Note | | | | |
| <p>A fiscal note is not required.</p> | | | | |
| Purchasing Language: | | | | |
| Prior Council Action: | September 22, 2016 – Council approved a one-year service agreement to expire September 30, 2017. | | | |
| For More Information: | Contact Rosie Truelove, Interim Director, Neighborhood Housing and Community Development, 512-974-3064; or Fernando Hernandez-Garza, Program Manager, Neighborhood Development, 512-974-3114. | | | |
| Council Committee, Boards and Commission Action: | | | | |
| MBE / WBE: | | | | |
| Related Items: | | | | |
| Additional Backup Information | | | | |

If approved, funding will be provided for a one year contract to Business Investment Growth (BIG Austin) with one 12-month extension option subject to the approval of the Subrecipient and the City Purchasing Officer or their designee. Continuation of the Contract beyond the initial 12 months is specifically contingent upon the availability and allocation of funding by City Council. In addition, annual performance measures will be negotiated as part of the extension option.

BIG Austin will provide training and technical assistance to at least 31 eligible microenterprise firms. These services include: certifying eligible microenterprise businesses; training activities on topics such as marketing, sales, financial management, how to write a loan proposal, and how to manage small business taxes; technical assistance to existing businesses seeking to expand; and direct assistance with developing marketing plans. The contract term shall be from October 1, 2017 to September 30, 2018.

The Microenterprise Technical Assistance (META) program provides operational funds for the administration of training and technical assistance for qualified microenterprises in the City of Austin. The U.S. Department of Housing and Urban Development (HUD) defines a microenterprise as either: 1) a business with five or fewer employees, one being the owner; or 2) an individual who is actively working towards developing a business that is expected to be a microenterprise.

NHCD hereby designates BIG Austin as a subrecipient for the Microenterprise Technical Assistance contract for fiscal year 2017-18, based upon their experience for more than 17 years.