

**AGENDA**



**Recommendation for Council Action**

Austin City Council	Item ID	62681	Agenda Number	33.
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Meeting Date:	12/15/2016	Department:	Neighborhood and Community Development
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**Subject**

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.

**Amount and Source of Funding**

Funding is available in the Fiscal Year 2016-2017 Operating Budget of the Neighborhood Housing and Community Development Office. Funding is contingent on the release of Fiscal Year 2016 federal funds from U.S. Department of Housing and Urban Development, Community Development Block Grant.

**Fiscal Note**

There is no unanticipated fiscal impact. A fiscal note is not required.

Purchasing Language:	
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Prior Council Action:	September 10, 2015 – Council approved a one-year service agreement to expire September 30, 2016.
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For More Information:	Contact Rosie Truelove, Interim Director, 512-974-3064; or Fernando Hernandez-Garza, Neighborhood Development Program Manager, 512-974-3114.
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Council Committee, Boards and Commission Action:	
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MBE / WBE:	
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Related Items:	
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**Additional Backup Information**

If approved, funding will be provided for a one-year contract to Business Investment Growth (BIG Austin). 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, 2016 to September 30, 2017.

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 2016-17, based upon their experience for more than 16 years.