Resource Guide for American Indians, Alaska Natives and Native Hawaiians

Office of Native American Affairs

Helps Your Small Business Start, Grow & Succeed

www.sba.gov/naa
What groups are designated as socially disadvantaged?
According to the Small Business Act, members of the following groups are presumed to be socially disadvantaged. They include Native Americans, African Americans, Asian Pacific, Asian Americans, Hispanic Americans and other members of groups as designated by the SBA.

What is SBA’s definition of a small business concern? SBA defines a small business concern as one that is independently owned and operated, is organized for profit and is not dominant in its field. Depending on the industry size standard, eligibility is based on the average number of employees for the preceding 12 months, or on sales volume averaged over a three-year period.

8(a) Basic Requirement Checklist
* Must be a small business
* Must be socially & economically disadvantaged
* According to the Small Business Act, Native Americans qualify as socially disadvantaged
* Must be a for-profit business
* Firm must be owned/controlled by a U.S. citizen
* Must be the primary owner of the firm
* Must demonstrate the potential for success

HUBZone (Historically Underutilized Business Zone) targets procurement preferences toward firms located in, and employing residents of, distressed American communities. The program promotes job growth and economic development in 'historically underutilized business zones'—HUBZones.

These are urban and rural American communities characterized by chronic high unemployment and/or low household income, or designated as Indian Lands. Federal agencies are required to award 3 percent of their contract requirements annually to HUBZone certified firms. Through award of such contracts, funds flow to distressed communities promoting job growth, capital formation and economic development.

The Native American Act of 2000 significantly modified the HUBZones, broadening eligibility criteria for greater participation of the Native American small business community. The Act changed the ownership and control requirements of the program for Native American small business. Specifically, the Act extended eligibility to:

* Small businesses wholly or partly owned by one or more Indian tribal governments, or corporations wholly owned by one or more tribal governments.

* Small businesses owned and controlled Alaska Native Corporations that are owned and controlled by Natives; and small businesses that are direct or indirect subsidiary corporations that are owned and controlled by Natives.

The HUBZones in the Native American Act further broadened eligibility criteria for Native American firms by changing the program’s employment criteria. For such firms, the Act requires that 35 percent of employees engaged in performance of contract awarded under the HUBZone preference must reside on an Indian reservation or within an adjoining HUBZone.

For all other firms, the HUBZone Act requires that 35 percent of the firm’s employees reside in HUBZones, regardless of contracting activity.

Collectively, these changes in the HUBZone Program present significant opportunity for inclusion of Native American firms in the federal procurement process and creation of service and manufacturing jobs on Native American Lands.

Disaster Recovery
Low-interest loans help businesses, home owners and renters in declared disaster areas recover as quickly as possible. Loans are available to restore primary residences; repair or replace uninsured personal property, and recover from economic injury. Assistance may be available when an owner or key employee is part of a national call-up of the Reserves.

“...have seen that in any great undertaking it is not enough for a man to depend simply upon himself.”

—Lone Man (Isna-ia-wica) Teton Sioux

Exploring International Trade—Take Your Business Global
Many businesses think that they are too small to compete in the world market. In fact, 97 percent of all exporters are small businesses. While 96 percent of the world’s customers reside outside the United States, most U.S. companies never think of foreign markets and do not realize that foreign sales opportunities are now well within their reach.

SBA can help you get started and succeed in the global market through its trade education programs and international loan guarantees.

What is the first step to exporting?
The first step is to develop a realistic export marketing plan. Take Your Business Global—A Guide to Exporting provides businesses with a step-by-step approach to developing an export-marketing plan. It is available online at www.sba.gov/international.

SBA also offers free online small business export training. Go to www.sba.gov/training and click on business management.

What financing is available for exporting?
The SBA offers export loan guarantee programs to assist existing and potential exporters. SBA’s export loan programs work in conjunction with participating lenders. The SBA guarantee provides lenders with a credit enhancement to make loans on terms and conditions that would otherwise be unavailable to a small business.
The Export Working Capital Program is designed to meet the short-term working capital needs of small exporters. The SBA provides up to 90 percent guarantee with a maximum loan amount of $2 million. The guarantee fee on loans of 12 months or less is only 1/4 of 1 percent. Loan funds may be used for working capital to support direct or indirect export sales or to provide foreign receivable financing.

The Export Express Program is a streamlined program for loans up to $250,000. Funds may be used for any purpose that will increase a company's ability to export.

Where can I go for more help?
United States Export Assistance Centers, located nationwide, provide one-stop trade promotion, financing and export insurance programs. The SBA, the U.S. Commercial Service and the U.S. Export-Import Bank work together to support small businesses interested in exporting.

To locate the SBA senior trade promotion and finance specialist nearest to you, go to www.sba.gov/international.

To watch a video interview with an SBA trade specialist and hear from small business owners who are successfully expanding their businesses through exporting, go to www.sba.gov/strategiesforgrowth

Your Voice in Government
The SBA's Office of Advocacy is the independent voice for the small business community inside the federal government, working to ensure rules and regulations do not unfairly burden small entities.

The office also provides research examining the role of small business in the economy and the impact of government regulation.

If you feel your small business is facing excessive or unfair federal regulatory enforcement, including unfair audits, excessive fines or penalties, compliance actions or retaliation, the SBA's Office of the National Ombudsman may be able to help. The Ombudsman accepts comments directly or through regional hearings from small businesses regarding instances of unfair regulatory enforcement, and then reports to Congress on the fairness of the federal government's actions and responsiveness to small business.

"One has to face fear or forever run from it."
—Hawk, Crow

Additional Federal Government Resources
U.S. Census Bureau
(www.census.gov)

Economic Development Administration
(www.eda.gov)

Minority Business Development Agency
(www.mbdla.gov)

Office of Indian Energy and Economic Development
(www.bia.gov/WhoWeAre/AS-IA/IEED/index.htm)

U.S. Department of Agriculture Rural Development
(www.rurdev.usda.gov/Home.html)

Additional Native American Resources
National Congress of American Indians
(www.ncai.org)

Native American Finance Officers Association
(www.nafba.org)

The National Center for American Indian Enterprise Development
(www.ncaiied.org)

United Indian Development Association
www.uida.org

Native American Contractors Association
(www.nativecontractors.org)

"You have to leave room in life to dream."
—Buffy Sainte-Marie

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Office of Native American Affairs
Empowering Native American Entrepreneurs

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MERICAN INDIANS, ALASKA NATIVES AND NATIVE HAWAIIANS have a strong history of entrepreneurship and small business ownership. The SBA can assist you as you begin your journey into small business ownership, help you expand and create new jobs, or provide the resources to help you survive and prosper through challenging economic times.

Every year the SBA and its nationwide network of partners help millions of entrepreneurs start, grow and succeed. The SBA features more than 80 regional and district offices and a network of entrepreneurial development resource partners—SCORE, Small Business Development Centers, Veterans Business Opportunity Centers and Women's Business Centers in cities, towns and communities across America.

Mission

The U.S. Small Business Administration's Office of Native American Affairs ensures that American Indians, Alaska Natives and Native Hawaiians seeking to create, develop and expand small businesses have full access to the necessary business development and expansion tools available. The Office's goals are to expand the participation of Native Americans in SBA's training, financial assistance and contracting assistance programs.

"Every struggle, whether won or lost, strengthens us for the next to come."
—Victoria, Mimbres Apache

SBA Programs and Services

This brochure describes SBA's range of programs and services for Native American and other entrepreneurs with small business needs.

Starting Your Business: Assistance in developing business plans, making contacts, accessing resources and completing loan applications. (sba.gov/smallbusinessplanner/index.html)

Growing Your Business: Programs and experts to help you access funding and obtain loan guarantees, improve product diversification, explore export options, improve marketing and sales, and increase competitiveness. (www.sba.gov/smallbusinessplanner/manage/index.html)

Financing Your Business: Options include loan guarantees, if needed, to help small businesses get started, fixed-asset loans to purchase land and buildings, surety bond guarantees for small and minority construction contractors, export assistance, venture capital and more. (www.sba.gov/financing)

Contracting Opportunities: SBA helps small businesses get federal contracts and subcontracts through outreach programs matchmaking events and online training. Every year the federal government awards more than $500 billion in contracts with a goal of reserving 23 percent of those contracts for small businesses.

For contracting purposes, all reservations are considered to be HUBZone areas, or historically underutilized business zones—areas that qualify for special assistance to help small businesses compete in the marketplace. (www.sba.gov/bussinessop)

Solar I
Alaska Native Corporations, tribally-owned entities and Native Hawaiian organizations have special provisions under the 8(a) Business Development Program—named for the section of the Small Business Act—assist companies in gaining access to federal and private procurement opportunities. (www.sba.gov/8a)

Recovering from Disaster: Low-interest loans to help businesses and homeowners in declared disaster areas.

Your Voice in Government: An independent voice inside the government, working to ensure that rules and regulations do not unfairly affect small business. (www.sba.gov/advo)

Business Counseling & Assistance
A network of partners across America stands ready to assist Native Americans and other entrepreneurs with a wide range of business needs.

Get a head start with business experts who can help you. Resources include the SBA's district offices serving every state and territory; nearly 400 offices of SCORE—Counselors to America's Small Business; more than 1,000 Small Business Development Centers; and more than 110 Women's Business Centers and 16 Veterans Business Outreach Centers. To locate the SBA district office or SBA resource partners nearest you, go to: (www.sba.gov/localresources)

Small Business Development Centers (www.sba.gov/sbdc) offer one-to-one, long-term business counseling, training and specialized services reflecting individual client needs, based on client needs assessments, business trends and individual business requirements. SBDCs also modify their services to meet the evolving needs of the small business community in their locations.

SBDCs are located throughout the United States, Guam, Puerto Rico, American Samoa, and the U.S. Virgin Islands. SBDCs combine federal, state, and local government services with educational, institutions and other public—and private sector resources to support Native American and other small business owner's needs.

*A very great vision is needed, and the man who has it must follow it as the eagle seeks the deepest blue of the sky. — Crazy Horse

SCORE (www.score.org) SCORE provides entrepreneurs with free, confidential face-to-face and online business coaching. These services as well as training workshops are offered at 389 SCORE chapter offices across the country and online.

SCORE's 10,500 retired and working volunteers are experience entrepreneurs and corporate managers or executives. They provide free advice to all types of businesses in all stages of development.

Business coaches have varied backgrounds and offer expertise in areas such as:
- Business plan development
- Marketing
- Accounting
- Personnel
- Securing financing
- Managing business growth

National Resources
In addition to providing nationwide partners, SBA offers national resources through business and community initiatives and an online small business training network. (www.sba.gov/training)

Women's Business Ownership (www.sba.gov/wbo/index.html) Native American women have a high rate of business ownership, and the nationwide network of Women's Business Centers provides hands-on support in almost every state and on some Indian land. WBCs offer the latest in business information and long-term training, best business practices, marketing, computer and internet training, individual or group business counseling.

Women's Business Centers tailor services to the needs of communities, modifying courses, adding workshops and seminars, offering services in various languages, addressing cultural and social issues, and adapting schedules.

Some WBCs focus specifically on Native American entrepreneurs. Many classes offered by the WBCs are either free or low cost.

SBA programs and services are provided on a nondiscriminatory basis.
Business & The Arts

Small Business Training Network (www.sba.gov/training)
In addition to training workshops held by SBA district offices and resource partners across the country, the agency also features the Small Business Training Network, an Internet-based portal.

Offered are self-paced courses and links to a wide array of information resources and interactive assessment tools link to specific training. Online training is available 24/7.

The Small Business Training Network is a virtual campus housing free training courses, workshops and other resources designed to assist entrepreneurs and students.

The Network makes SBA’s business-management resources available anytime and anywhere. It is designed to help small businesses compete in a constantly changing, global environment.

Regional and District Offices
The SBA network of more than 80 regional and district offices across America links entrepreneurs with the local programs and services they need. To find the office nearest you, go to www.sba.gov and click on your state on the interactive map.

Learn About Your Financing Options
Loan guarantees enable financial institutions to provide loans to small businesses that would not otherwise qualify for financing. Major fixed-asset loans are available to purchase of land and buildings. Surety bond guarantees aid small and minority construction contractors. Equity investing matches venture capitalists with small businesses. However the SBA does not offer grants to start or grow a business.

Financial Assistance (www.sba.gov/financing/)
SBA offers a variety of financial assistance tools to help your company start, grow and succeed.

Microloan Program
Provides short-term loans of up $50,000 to small businesses and not-for-profit child-care centers for working capital or for the purchase of inventory, supplies, furniture, fixtures, machinery and/or equipment. Proceeds cannot be used to pay existing debts or to purchase real estate. Delivered through specially designated intermediary lenders (nonprofit organizations with experience in lending and in providing technical assistance).

SBA sets the guidelines for the loans while SBA’s partners (lenders, community development organizations, and microlending institutions) make the loans to small businesses.

Basic 7(a) Loan Guaranty Program
SBA’s primary business loan program to help qualified small businesses obtain financing. Delivered through commercial lending institutions. Loans can be up to $5 million.

Certified Development Company (CDC) 504 Loan Program
Provides long-term, fixed-rate financing to small businesses to acquire real estate or machinery or equipment for expansion or modernization. Delivered through Certified Development Companies (private, nonprofit corporations set up to contribute to the economic development of their communities or regions). Loans can be up to $5 million.

“Everyone who is prosperous and successful must have dreamed of something.”
—Last Star, Maricopa

Federal Contracting and Subcontracting Opportunities
Working side-by-side with federal agencies and major prime contractors across the U.S., the SBA helps ensure that small businesses have maximum opportunity to compete for and win a fair share of government contracts and subcontracts. Special services for women, disadvantaged individuals, service-disabled veterans and others. Contracting opportunities for small businesses in distressed or historically underutilized businesses zones called HUBZones.

Contracting Assistance
Small Disadvantaged Business (www.sba.gov/8abdd). American Indian Alaska Natives, Native Hawaiians, tribal-owned businesses; Alaska Native Corporations and Native Hawaiian Organizations can qualify for Small Disadvantaged Business Certification. The business must be for-profit and majority owned by the disadvantaged person, tribe, ANC, or NHO; and meet other standards criteria. For applications and information go to: (www.sba.gov/8abdd)

What is 8(a)?
The SBA’s 8(a) Program, named for a section of the Small Business Act, is a business development program to help small disadvantaged businesses compete in the American economy and access the federal procurement market. Firms must qualify as socially and economically disadvantaged.
American Indians, Alaska Natives and Native Hawaiians have a strong history of entrepreneurship and small business ownership. The SBA can assist as you begin your journey into small business ownership, help you expand and create new jobs, or provide the resources to help you survive and prosper in today’s economic environment. SBA’s Office of Native American Affairs is your small business resource.

ONAA ensures American Indians, Alaska Natives and Native Hawaiians seeking to create, develop and expand small businesses have full access to the necessary business development and expansion tools available through the agency’s entrepreneurial development, lending and contracting programs.

SBA’s Web Site Provides a Wealth of Resources

Plan a visit to the SBA Web site, www.sba.gov, to find many valuable resources. Across the top of the main Web page there are four categories: Small Business Planner, Services, Tools, and Local Resources. Each leads you to a wealth of information and resources.

For example:

- **Small Business Planner**: Resources to manage your business from start to finish; such as how to write your business plan.
- **Services**: SBA’s counseling and assistance programs, free online training opportunities and what you need to know about SBA loan programs.
- **Tools**: Gateway to laws and regulations, helpful publications, the forms to apply for 8(a) certification, and a series of podcasts featuring experts on a variety of timely topics. One podcast “A Small Loan Can Make a Big Difference” outlines SBA’s microloan program, explains the criteria to qualify and steps you should take before applying for a microloan. If you are looking for a small loan of $35,000.00 or less, a microloan might be just the right fit.
- **Local Resources**: Supports your business through a team of experts. You don’t have to do this alone. There are real people out there devoted to helping you no matter your stage of small business ownership. They have the experience to help you start a business, develop a successful business plan, or apply for 8(a) certification. They can set you on the right course if you are not sure where to turn for capital to expand your business or to see you through a hard economic time. SBA resource partners include:
  - **SCORE** “Counselors to America’s Small Business:” Retired and active business owners and professionals volunteer as mentors.
  - Small Business Development Centers house professional business counselors who provide one-stop assistance from locations across the country.
  - Women’s Business Centers provide management and technical assistance.
• U.S. Export Assistance Centers are in major metropolitan areas throughout the country and are one-stop shops ready to provide your small or medium-sized business with export assistance.
• Veterans Business Outreach Centers provide entrepreneurial development services such as training, counseling and mentoring and referrals for eligible veterans owning or considering starting a small business.

American Recovery and Reinvestment Act
The American Recovery and Reinvestment Act is designed to jump start our economy, create or save millions of jobs, and ensure our nation can meet the challenges of the 21st century. The SBA plays a central role in leading the American economic recovery. The Recovery Act gives SBA program tools that offer new economic incentives to small businesses, all aimed at growing our economy through job creation, re-starting lending, and investing in small businesses and the entrepreneurial spirit.

Go to SBA’s Web site, www.sba.gov/recovery, for more information on the new SBA Recovery Act incentives; such as increased loan guarantees, temporary elimination of loan fees, expanded microloans, surety bond program expansion, expanding the 504 certified development company loan refinancing program and more.

Planning and Financing Lead to Success
Planning and financing are two of the most important elements in starting your business. Take the time to thoroughly research what SBA offers on its Web site such as the free online training to develop your business plan or how to prepare your loan application.

ONAA is Here For You
We understand Internet access can be a challenge in some AIAN/NH areas. If searching SBA’s Web site is not convenient please contact ONAA and we will be glad to assist you in locating the information or technical assistance that you need. Our phone number is 202-205-7364.

ONAA works to ensure Native Americans can access the small business resources necessary to continue your legacy of entrepreneurship and small business ownership wherever you may be located. Whether your business is located on an American Indian reservation, trust lands, Native Alaskan village, Hawaiian homelands or in an urban or rural setting, SBA’s Office of Native American Affairs is your small business resource.

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## Business & Cooperative Programs

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<th>Program</th>
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<tr>
<td>Rural Energy for America Program (REAP)</td>
<td>Purchase and install renewable energy systems and make energy efficiency improvements; stand alone feasibility studies.</td>
<td>Ag producers and rural small businesses</td>
<td>Post application purchase and installation of equipment, post application construction or project improvements, energy audits, permit &amp; professional fees, feasibility studies &amp; technical reports, and retrofiting.</td>
<td>All areas except cities of more than 50,000 and their contiguous and adjacent urbanized area</td>
<td>Grants, loan guarantees, and eventually direct loans.</td>
<td>Grant to not exceed 25% of total eligible project costs. Guaranteed loans to not exceed 75% of total eligible project costs. Combination grants and loans also to not exceed 75% of total eligible project costs. Maximum loan guarantee is $25 million for either renewable energy or energy efficiency projects.</td>
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<td>Agricultural Assistance Program (ADES)</td>
<td>Provide guaranteed loans for the development and construction of commercial-scale biorefineries or for the retrofitting of existing facilities using eligible technology for the development of advanced biofuels.</td>
<td>Individual, Indian tribe, Unit of State or local government, Corporation, Farm cooperative, Farmer cooperative organization, association of agricultural producers, National Laboratory, Institution of higher education, Rural electric cooperative, utility power entity, or consortium of any of those entities.</td>
<td>Purchase and installation of equipment; construction or retrofiting, except residential; permit and license fees; professional service fees, except for application preparation; feasibility studies; business plans; working capital; land acquisition; and cost of financing, excluding guarantee and renewal fees.</td>
<td>All areas except cities of more than 50,000 and their contiguous and adjacent urbanized area</td>
<td>Loan guarantee</td>
<td>Maximum principal amount of a loan guaranteed is $250 million. The maximum guarantee is 80% for loans equal to or less than $50 million; 70% for loans more than $50 million and less than $125 million, for the amount in excess of $50 million; and 60% on the entire amount for loans in excess of $125 million. The interest rate will be negotiated between the lender and the applicant. Term may not exceed 20 years or 85 percent of the useful life of the project.</td>
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<td>Organization Assistance Program (ADES)</td>
<td>Encourage the use of renewable biomass as a replacement fuel source for fossil fuels used to provide process heat or power in the operation of eligible biorefineries.</td>
<td>A biorefinery that converts renewable biomass into biofuels and biobased products, and may produce electricity. An eligible biorefinery is a producer whose primary production is liquid transportation biofuels, that was in existence on or before June 18, 2008.</td>
<td>Eligible project costs will be only for construction costs for repowering improvements associated with the equipment, installation, engineering, design, site plans, associated professional fees, permits and financing fees.</td>
<td>All areas except cities of more than 50,000 and their contiguous and adjacent urbanized area</td>
<td>Direct payment</td>
<td>Maximum payment an applicant may receive will be 50 percent of total eligible project costs or $5 million, whichever is less. Upon completion of the project or project improvements, the first payment will be paid at the rate not to exceed 20% of the project award. Subsequent semiannual payments will be based on actual measured renewable biomass energy production at a rate of 50 cents per million British thermal units (MMBTUs), up to the limit of the award.</td>
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<td>Advanced Biofuel Producer Payment Program</td>
<td>Payments to Eligible Advanced Biofuel Producers to support and ensure an expandable production of Advanced Biofuels.</td>
<td>An individual or legal entity, including, but not limited to, a corporation, company, foundation, association, labor organization, firm, partnership, society, joint stock company, group of organizations, or non-profit entity that produces an Advanced Biofuel.</td>
<td>Payment for actual production of an eligible advanced biofuel, which must be either a transportation fuel that meets the Renewable Fuel Standard or are currently undergoing an appeal to the U.S. Environmental Protection Agency for inclusion in the Renewable Fuel Standard, or non-transportation renewable energy that results in a reduction in greenhouse gases.</td>
<td>All areas except cities of more than 50,000 and their contiguous and adjacent urbanized area</td>
<td>Direct payment</td>
<td>Advanced Biofuel Producer(s) must provide information on the types and quantities of Advanced Biofuels produced, and on the types and quantities of renewable feedstock used to produce those Advanced Biofuels.</td>
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<td>Micro-Business On-Site-Assessment Producer Grant Program</td>
<td>Provide technical assistance to small, socially-disadvantaged agricultural producers through eligible cooperatives and associations of cooperatives.</td>
<td>Cooperatives or associations of cooperatives. Must be farmer or rancher owned and controlled business, organized and chartered as a cooperative, from which benefits are derived and distributed equitably on the basis of use by each of the farmer or rancher owners whose primary focus is to provide assistance to small, socially disadvantaged agricultural producers and where the governing board and/or membership is comprised of at least 75 percent socially disadvantaged producers.</td>
<td>Technical assistance to benefit their members or other small socially disadvantaged producers who are not members.</td>
<td>All areas except cities of more than 50,000 and their contiguous and adjacent urbanized area</td>
<td>Grant</td>
<td>Maximum award is $200,000. Grant funds must be expended in 12 months. Technical Assistance for this program is considered an advisory service performed for the benefit of a small, socially-disadvantaged producer such as market research; product and/or service improvement; legal advice and assistance; feasibility study, business plan, and marketing plan development; and training. Technical assistance does not include the operating costs of a cooperative being assisted.</td>
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<td>Problem under the Program</td>
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<td>Monitoring &amp; Evaluation</td>
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This is a placeholder for a table that would typically be filled in with specific information related to a program or project. The table structure is designed to organize data into clear, actionable segments, allowing for easy identification and evaluation of various aspects of the program or project.