NEW YORK STATE OF OPPORTUNITY. | Empire State Development

STATE SMALL BUSINESS CREDIT INITIATIVE TECHNICAL ASSITANCE PROGRAM (SSBCI TA)
Request for Applications

Release Date: November 22, 2024

The following is a list of responses to questions submitted by prospective respondents to SSBCI TA, RFA. A copy of the RFP is available at:
https://esd.ny.gov/doing-business-ny/requests-proposals/state-small-business-credit-initiative-ssbci-rfa

SSBCI TA for Access to Capital Programs – Q&A Matrix

No.	Question	Answer
1	On the webinar I heard it said that virtual workshops/seminars had to be recorded. Did I hear this correctly?	Date sheets will be provided to track clients, service providers, workshops, seminars, and trainings. There is not a specific mention about virtual workshops need to be recorded.
2	The RFA and the US Treasury guidelines don't mention this reporting requirement. Additionally, does this mean that one-on-one counseling has to be recorded?	Exhibit C was made available as a sample of data that must be kept. See Exhibit C2 in pdf form for full data required by US Treasury.
3	Is there flexibility in the project goal metrics listed on page 8 of the RFA?	No, these are the goals that must be accomplished.
4	If the goals must be met exactly to the metrics provided in the RFA, will ESD withhold reimbursement of expenses for EACs that don't meet these requirements?	Two reports are required for each year of the three fiscal years of this grant where client records will be submitted along with a narrative description on status of where the project is with the goals. Progression to each year is reviewed at the end of each year.

NEW YORK STATE OF OPPORTUNITY. Empire State Development

No.	Question	Answer
5	How is the "new business started" defined by ESD? Is this when a business is incorporated, or when they open to potential customers?	Yes, under this grant, new business start will be when they register the business – that will occur during the period of the TA grant.
6	There is no mention of the physicality of a new or expanded business. Does this mean businesses that are entirely virtual are acceptable?	Internet businesses are considered businesses; corporate registration will have physical addresses of the owners and location of the operations of the business.
7	Do "pop-up", seasonal, or temporary businesses count toward the "new" or "expanded" business metrics?	The business plan will describe the best operational procedures for serving clients and take into account the seasonality of the expected revenue and strategies for marketing the business. When the owner decides to register the business, it will be a business started. The EAC typically records activity of a startup for 12 months, after the first year, their activity is recorded as expanded activity.
8	How is "existing business expanded" defined by ESD?	See answer to Question #7, above. Metrics attributed to both new and expanded business are $ increase in revenues, increase in new hires, number of hire maintained each year.
9	Is it measured by personnel, building size, financial investment, and/or operating budget?	See answer to Question #8 above

NEW YORK STATE OF OPPORTUNITY. Empire State Development

No.	Question	Answer
10	In the "review criteria" section on page 12, it states that up to 10 points will be awarded for quality of references; however, providing references is not required in the application guidelines. Can you clarify is references are required?	These references pertain to your organization's references that would speak to your organization's capacity and experiential background to fulfill the goals of the grant.