



JobsOhio Small Business Grant

Program Details:

- Available funding through the program will be capped at \$8MM annually.
- Projects may be eligible for up to \$50,000 in funding support.
- Qualified projects will be within JobsOhio target industries.
- Projects will be defined by fixed asset investment, jobs created, jobs retained, payroll created, payroll retained, and training investments.
- Projects will be evaluated on financial merits and feasibility, however, limited minimum criteria for revenue and jobs are established. Meeting minimum criteria does not guarantee JobsOhio funding support.

Project Metrics:

The following metrics will be captured and tracked for each project, as applicable.

- Fixed Asset Investment
- Jobs Created
- Payroll Created
- Jobs Retained
- Payroll Retained
- Number of Employees Trained
- Training Costs

Project Checklist - Required

- __ Project is in targeted JobsOhio industry sector
- __ Project is financially feasible based on required investments and company financial standing
- __ Company has at least 1 year of operating history and revenues of at least \$100,000
- __ Company and Parent Company has annual revenues of less than \$25 million
- __ Company payroll and/or employment will increase at least 10% as a result of the project. If job and/or payroll growth is limited, special consideration may be given to companies retaining "at risk" jobs.
- __ The minimum average wage rate shall be set by management.

Project Checklist – Deal Lever Considerations

- __ Jobs and Payroll Created
- __ Jobs and Payroll Retained
- __ At Risk Jobs
- __ Fixed asset investment and other capital expenses associated with the project
- __ Identified project funding gap
- __ Stated local impact, justification for support (interstate competition not required)
- __ Project helps the company scale and/or expand their sales reach beyond their current market
- __ Ability of locals to support project
- __ Relocation of employees within Ohio
- __ Improvement of operational efficiencies and company longevity/relevance

- Allows company to proceed with investment on quicker timeline
- Company offers basic healthcare benefits
- Other Employee Benefits (Ex: training and education, tuition assistance, childcare)
- Previous state assistance and compliance on past projects

Eligible Costs

The JOSB may target fixed asset investment, equipment, infrastructure, and training investment.

Eligible costs could include the following areas:

- New building construction or expansion, purchase of existing building, lease hold improvements, renovation.
- Purchase of new machinery and equipment (M&E). Lease payments for qualified M&E may be considered.
- Moving and relocation costs of M&E related to the project
- Lease Payments for dedicated business real estate.
- Construction of roads, bridges, traffic control devices, parking lots, and facilities; and utility infrastructure such as natural gas and electric.
- Improvements to rail access.
- Rolling stock, including all equipment and vehicles consisting of trucks, trailers, tractors, service vehicles, vans, pick-up trucks, forklifts, wheel loaders, and other mobile equipment and other vehicles used by the company to transport inventory or or materials.
- Information Technology Hardware components, industry specific software including subscription and one time purchase costs, and software development.
 - o Eligible Costs for Software Development include:, Contractors hired for product development (all Ohio based contractors), required development infrastructure (development tools, equipment), website development costs (online demonstration, trial of platform) limited, should not be majority of expenses and requires explanation from Grantee/ Borrower. Costs will NOT include general administrative costs associated with development costs (office costs, basic computer equipment, furniture fixtures, training), and employee benefits."
- Utility improvements, including electrical infrastructure, substation, redundant power, or gas lines.
- Site Development, including site preparation, delineation, wetland mitigation, demolition.
- Fees and material costs related to planning and feasibility studies.
- Engineering services.
- Revitalization Costs:
 - o Demolition
 - o Environmental remediation including but not limited to removal of petroleum and other hazardous or toxic waste or costs associated with the completion of work by a Certified Professional
 - o Building renovation
 - o Asbestos abatement, lead based paint abatement
 - o Removal and disposal of construction and universal waste
 - o Environmental testing and lab fees
- Land: purchase of land and right of way
- Trainer Wages, Trainee Wages, and approved vendor costs for job training of new or existing employees.
 - o Training in the following categories will be considered eligible:
 - Information Technology
 - Maintenance, skilled trades

- Leadership skills
- Product knowledge
- Quality management and process
- Industry specific safety
- Supervisory
- Technical process
- Technical training
- Equipment
- Materials

Ineligible Costs:

- Bonds or other debt instruments issued by the company to finance completion of the site improvement project shall not be retired or otherwise serviced with grant funds.
- Administrative costs (including salaries and travel expenses)
- Contributions and donations by the company to individuals or other organizations
- Costs (fines, penalties, assessments) resulting from violation of or failure to comply with federal, state, and local laws and regulations
- Food, drinks, and entertainment
- Goods and services for personal use by the company officers, directors, board members, and/or employees.
- Long-term housing and personal living expenses for officers, directors, board members and employees
- Interest on borrowed money
- Organized fundraising
- Taxes from which the company is normally exempt
- Servicing
- General soft skills training
- Training Materials
- Profit-oriented courses
- Preparation or travel time for training
- Transportation
- Safety training required by state or federal agencies
- GED or College Degrees
- Compliance and regulatory training

Project Vetting and Due Diligence

JobsOhio Project Decisions are based primarily on clearly defined project opportunities based on a number of factors including but not limited to job creation and retention, new and retained payroll and fixed- asset investment. Meeting all required parameters does not guarantee grant funding.

Projects will be reviewed and vetted by the JobsOhio Project Team. JOSB projects are not subject to the JobsOhio Project Evaluation Tool.

Eligible Companies

Eligible companies for JobsOhio programs include companies engaged in JobsOhio's target industry sectors or business functions and typically formed as C-corporations, sole proprietorships, limited liability companies, or S-Corporations. Ineligible companies include but are not limited to retail, residential and/or multi-family uses, entertainment, and other population driven businesses.

JobsOhio programs may be awarded to public entities or non-profit corporations, such as community improvement corporations if JobsOhio determines the grant to be necessary for the project.

The first and primary preference of all JobsOhio programs is to have the company be the employer and recipient of funds. If the recipient of JobsOhio funds is not the company committing to the project metrics, JobsOhio will utilize a single multi-party agreement with all interested parties in the project.

In exceptional circumstances, the recipient of the funds will not be the employer. However, the recipient shall guarantee the metric commitments and will be deemed in default of the grant if the metric commitments are not met.

Entities that have caused or contributed to contamination at the project site are not eligible for revitalization related funds.

Approvals, Agreement, Compliance, and Reporting

Approvals

Projects will be reviewed and vetted by the JobsOhio Project Team and approved by JobsOhio Leadership. Projects will not be subject to review by the Independent Review Panel.

Agreement

The grantee will enter into a legal agreement with JobsOhio committing them to outlined project metrics in exchange for grant funds. No funds will be disbursed prior to agreement execution by all applicable parties. No company will be eligible for additional JOSB funding for new projects during the term of their agreement.

Disbursement of Funds

Grant funding from JobsOhio is reimbursement based. Under special circumstances as approved by JobsOhio leadership, proof of payment may follow invoices after the disbursement request. Additional financial guarantees may be required. A company must submit proper documentation and proof of payment for the total grant amount at the time of the final request for funds. Funds must be requested prior to on or before metric evaluation date.

Compliance

Jobs and investment will be measured in a three (3) year window with metric evaluation date to be December 31 of the final year of the project. All project metrics must be attained by the metric evaluation date or funds could be subject to review and claw back as recommended by the Project Performance Team. JOSB projects will have the same Metric Evaluation and Metric Expiration Date.

Reporting

Grantees will submit an annual report for each year of the project for a total of three (3) annual reports through the metric expiration date. These reports will be submitted no later than March 1 for each year of reporting.