

Bloomington Urban Enterprise Association Board Meeting

December 13, 2023

12:00 p.m.

In-Person CityHall-1-McCloskey Conference Room

[Join Zoom Meeting](#)

<https://bloomington.zoom.us/j/89686989011?pwd=ZmNBWW8vYWRkbTFOZkJMelg2YVI>

[EUT09 MeetingID:89686989011 Passcode:755445](#)

Roll Call

- September 2023
- October 2023

Reports from Officers and Committees

- Director's Report
- Financial Reports
 - October

New Business

- Proposed Grants for 2024

Unfinished Business

- 2024 Budget Review and Approval

General Discussion

Adjournment

The next BUEA Meeting is on January 10, 2024.

Auxiliary aids for people with disabilities are available upon request with adequate notice.

Please call 812-349-3429 or e-mail human.rights@bloomington.in.gov.

Bloomington Urban Enterprise Association

Board Meeting Minutes

September 13, 2023

Noon.

In-Person

City Hall-1-City Hall McCloskey Conference Room The meeting was called to order at 12:00 PM

Roll Call - De de la Rosa

- De de la Rosa (Executive Director)
- Paul Ash
- Kate Rosenberger
- Holly Warren (Staff Liason)
- Felisa Spinelli
- Mary Morgan
- Heather Robinson
- Chris Cockerham
- Toby (Backdoor)

I. Approval of Minutes

Approval of minutes postponed until next meeting.

II. Reports from Officers and Committees

- Director's Report
 - Grants & Scholarships Update - awarding progress
 - Thank you letter from Wonderlab
 - BEE, RIS, DEI, BAC - submission dates extended
 - The Submission dates have been extended to October 18th
 - More time for additional applications and application processing
- Financial Reports
 - June 2023
 - \$73,762.39 was received from bank interest, late fees on RRF loans, RRF loan interest, and zone membership fees
 - \$269.19 was received from CDs
 - \$74,013.58 as income total
 - No expenses during the month of June
 - Total assets are \$3,117,696.91
 - Cumulative income January - June is \$199,458.15
 - July 2023
 - \$109,258.77 was received from bank interest, late fees on RRF loans, RRF loan interest, and zone membership fees
 - \$195.80 was received from CDs
 - \$109,454.57 as income total
 - \$10,500 in expenses for month of July
 - \$3,216,651.48 in total assets

- Cumulative income January - July is \$308,616.92
- \$39,551.52 has been expended from January - July

III. New Business

- Grants
 - Safety & Security
 - The Back Door
 - ID Scanner - check if someone is 21 or banned
 - \$1,000 to replace
 - Security camera system - doesn't cover the outside of the bar
 - \$1,500 to replace
 - The Back Door will cover 25% of this expenditure
 - \$2,091.90 total grant request
 - Mary Morgan motioned to approve, seconded by Kate Rosenberger, approved unanimously
 - B-Town Beauty Supply
 - Request for 15 security cameras and lights for both buildings on property
 - \$3,000 request
 - Request for replacement doorway that would be wheelchair accessible
 - \$5,000 request
 - Kate Rosenberger motioned to approve the \$3,000 request for security cameras, and the \$5,000 request for a replacement doorway and wheelchair accessible entrance. The motioned was seconded by Paul Ash, approved unanimously.
 - Business Accessibility Modification Program
 - B-Town Beauty Supply
 - Request for pavement repair
 - \$5,000 request
 - Paul Ash motioned to approve the \$5,000 for pavement repair contingent upon final estimates, seconded by Chris Cockerham, approved unanimously.
 - Administrative Zone Arts Grant
 - Motion to approve the remaining \$22,500 of the arts grant by Chris Cockerham, seconded by Kate Rosenberger, and approved unanimously.

I V. Unfinished Business

- No Unfinished Business
- V. General Discussion
- No General Discussion
- VI. Adjournment
- Meeting adjourned at 1:05 pm.

Auxiliary aids for people with disabilities are available upon request with adequate notice. Please call 812-349-3429 or e-mail human.rights@bloomington.in.gov.

Bloomington Urban Enterprise Association

Board Meeting Minutes

October 11, 2023

Noon.

In-Person

City Hall-1-City Hall McCloskey Conference Room The meeting was called to order at 12:00 PM

Roll Call - De de la Rosa

- De de la Rosa (Executive Director)
- Felisa Spinelli
- Chris Cockerham
- Mary Morgan
- Heather Robinson
- Paul Ash
- Julie Donham
- Michael Hover

I. Approval of Minutes

- July Minutes
 - Moved by Paul Ash
 - Seconded by Heather Robinson
 - Motion carried: Unanimously
- September Minutes
 - Moved by Paul Ash
 - Seconded by Mary Morgan
 - Motion carried: Unanimously

II. Reports from Officers and Committees

- Grants and Scholarships update
 - Deadline extended to October 18th
 - Proposal grants submission date is November 22nd
- Financial
 - Motion to approve financials for August moved by Paul Ash, seconded by Felissa Spinelli, approved unanimously

III. New Business

- CDFI "Community Wins" Event Sponsorship
 - CDFI Gold level sponsorship (\$1,000)
 - From Advertising and marketing line
 - Motion to approve CDFI Gold level event sponsorship by Mary Morgan, seconded by Felissa Spinelli, carried unanimously with two abstaining (Julie Donham, and Heather Robinson)
- Certified Technology Park Update
 - Application submitted for \$250,000 from the state for tech park improvements
- Budget Goals 2024
 - Larger projects
 - In an effort to budget for potential larger projects, the BUEA may look to reduce its existing grants and number of recipients in the coming years
 - Adding communication personnel & new ESD director
 - BUEA specific position in the ESD department

- I V. **Unfinished Business**
 - No Unfinished Business
- V. General Discussion
 - No General Discussion
- VI. Adjournment
 - Meeting adjourned at 1:00 pm.

Auxiliary aids for people with disabilities are available upon request with adequate notice. Please call 812-349-3429 or e-mail human.rights@bloomington.in.gov.

Bloomington Urban Enterprise Association

Balance Sheet

12/08/23

As of October 31, 2023

Accrual Basis

	<u>Oct 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
Cash & Cash Equivalents	
First Financial Bank	
FFB - Checking	-1,178.84
FFB - Money Market	2,475,489.23
Total First Financial Bank	2,474,310.39
German American Bank	217,365.35
IU Credit Union	204,223.37
Peoples State Bank	104,941.27
Total Cash & Cash Equivalents	3,000,840.38
Total Checking/Savings	3,000,840.38
Total Current Assets	3,000,840.38
Other Assets	
Notes Receivable - Long Term	
Big Brothers Big Sisters	15,342.78
Big Time Trading	17,396.01
Blooming Pets Alive	6,615.79
BTown Beauty Supply	9,462.49
Gaian Hands	5,594.91
KC Designs	13,921.72
Lash Envy	3,482.46
Michael's Uptown Cafe	5,416.51
My Fin, The Tap	8,251.89
My Sport's Locker	35,827.12
PALS	15,853.85
Red Tire Cab	11,518.92
Sew Secret	3,364.57
Spiral Bodies	11,685.80
Vanishing Aesthetics	31,879.90
Notes Receivable - Long Term - Other	-228.16
Total Notes Receivable - Long Term	195,386.56
Total Other Assets	195,386.56
TOTAL ASSETS	3,196,226.94
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	1,565,019.23
Unrestricted Net Assets	1,380,448.84
Net Income	250,758.87
Total Equity	3,196,226.94
TOTAL LIABILITIES & EQUITY	3,196,226.94

Bloomington Urban Enterprise Association

Profit & Loss

12/08/23

October 2023

Accrual Basis

	<u>Oct 23</u>
Ordinary Income/Expense	
Income	
Banking Interest	8,412.85
Late Fees - RRF Loans	8.26
RRF Loan Interest	275.34
Uncategorized Income	<u>1,095.00</u>
Total Income	9,791.45
Expense	
Grants	
Zone Arts Grants	14,000.00
Zone Improvement Grants	
Small Business Safety/Security	<u>2,091.90</u>
Total Zone Improvement Grants	<u>2,091.90</u>
Total Grants	16,091.90
Scholarships	
Business Scholarships	<u>1,200.00</u>
Total Scholarships	<u>1,200.00</u>
Total Expense	<u>17,291.90</u>
Net Ordinary Income	-7,500.45
Other Income/Expense	
Other Income	
Interest Income	<u>196.34</u>
Total Other Income	<u>196.34</u>
Net Other Income	<u>196.34</u>
Net Income	<u><u>-7,304.11</u></u>

Bloomington Urban Enterprise Association Profit & Loss Budget vs. Actual January through October 2023

	Jan - Oct 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
AIEZ Fees Refunded	0.00	18,500.00	-18,500.00	0.0%
Banking Interest	46,548.45			
Business Zone Loan Interest	982.52	1,600.00	-617.48	61.41%
EZID Loan Program Interest	0.00	60,000.00	-60,000.00	0.0%
Late Fees - RRF Loans	33.83			
Late Fees - Zone Loans	255.98	0.00	255.98	100.0%
RDC Participation Fee	27,533.83			
RRF Loan Interest	2,639.98	3,904.00	-1,264.02	67.62%
Uncategorized Income	1,118.52			
Zone Membership Fees	256,265.75	500,000.00	-243,734.25	51.25%
Total Income	335,378.86	584,004.00	-248,625.14	57.43%
Expense				
Accounting & Tax Services	-781.02	2,500.00	-3,281.02	-31.24%
Advertising and Promotion	0.00	1,500.00	-1,500.00	0.0%
Bank Service Charges	-24,040.41	80.00	-24,120.41	-30,050.51%
Grants				
City Art Program	0.00	20,000.00	-20,000.00	0.0%
Dimension Mill Zone Day Passes	0.00	1,000.00	-1,000.00	0.0%
Emergency Arts Grants	0.00	20,000.00	-20,000.00	0.0%
Facade Grants	0.00	50,000.00	-50,000.00	0.0%
Grants-Miscellaneous				
SBDC	45,000.00	45,000.00	0.00	100.0%
Total Grants-Miscellaneous	45,000.00	45,000.00	0.00	100.0%
Lemonade Day	2,500.00	2,500.00	0.00	100.0%
Recover Forward Grants	0.00	0.00	0.00	0.0%
School Grants	0.00	50,000.00	-50,000.00	0.0%
Unbudgeted Grants	0.00	20,000.00	-20,000.00	0.0%
Zone Arts Grants				
Artisan Alley	0.00	0.00	0.00	0.0%
Lotus Education & Arts	0.00	0.00	0.00	0.0%
Stages Bloomington Company	0.00	0.00	0.00	0.0%
The Overlook Community Center	2,000.00			
Visit Bloomington	0.00	0.00	0.00	0.0%
Zone Arts Grants - Other	38,800.00	40,000.00	-1,200.00	97.0%
Total Zone Arts Grants	40,800.00	40,000.00	800.00	102.0%
Zone Improvement Grants				
Business Accessibility	6,111.00	15,000.00	-8,889.00	40.74%
Business Building Improvement	6,111.00	20,000.00	-13,889.00	30.56%
Environmental Sustainability	0.00	15,000.00	-15,000.00	0.0%
Home Accessibility MOfication	0.00	15,000.00	-15,000.00	0.0%
Home Improvement	0.00	15,000.00	-15,000.00	0.0%
Resident Child Care Grant	0.00	30,000.00	-30,000.00	0.0%

Bloomington Urban Enterprise Association
Profit & Loss Budget vs. Actual
 January through October 2023

	<u>Jan - Oct 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Small Business Safety/Security	2,091.90	20,000.00	-17,908.10	10.46%
Tech Modernization & Software	0.00	20,000.00	-20,000.00	0.0%
Total Zone Improvement Grants	14,313.90	150,000.00	-135,686.10	9.54%
Grants - Other	0.00	3,250.00	-3,250.00	0.0%
Total Grants	102,613.90	401,750.00	-299,136.10	25.54%
Insurance Expense	3,033.00	3,500.00	-467.00	86.66%
Marketing Consultant	0.00	10,000.00	-10,000.00	0.0%
Miscellaneous Expense	39.99	2,500.00	-2,460.01	1.6%
Professional Bonds	0.00	3,500.00	-3,500.00	0.0%
Professional Fees				
Management	0.00	45,000.00	-45,000.00	0.0%
Project Administration	0.00	12,210.00	-12,210.00	0.0%
Total Professional Fees	0.00	57,210.00	-57,210.00	0.0%
Scholarships				
Business Scholarships	3,511.42	10,000.00	-6,488.58	35.11%
DEI Training Scholarships	2,400.00	15,000.00	-12,600.00	16.0%
Resident Scholarships	1,095.00	15,000.00	-13,905.00	7.3%
Total Scholarships	7,006.42	40,000.00	-32,993.58	17.52%
Total Expense	87,871.88	522,540.00	-434,668.12	16.82%
Net Ordinary Income	247,506.98	61,464.00	186,042.98	402.69%
Other Income/Expense				
Other Income				
Interest Income	3,251.89	1,240.00	2,011.89	262.25%
Total Other Income	3,251.89	1,240.00	2,011.89	262.25%
Net Other Income	3,251.89	1,240.00	2,011.89	262.25%
Net Income	<u>250,758.87</u>	<u>62,704.00</u>	<u>188,054.87</u>	<u>399.91%</u>

BUEA Grants 2024

Table of Contents

Introduction:..... 3

BUEA Proposed Grants 2024..... 4

 BUEA Businesses Technology Modifications Grant..... 5

 BUEA Home Improvement Grant.....6

 BUEA Homeowner Accessibility Modification Program..... 7

 BUEA Resident Child Care Grant.....7

BUEA Approved Grants 2024..... 10

 Small Business Safety & Security Grant.....11

 Business Building Improvement Grant..... 12

 Accessibility Modification Grant..... 13

 BUEA Business Economic Enhancement Grant for Business Owners.....14

 BUEA Diversity, Equity, & Inclusion/Anti-racism training GRANT.....14

 BUEA Resident Economic Independence Scholarship..... 15

 The Mill Day Pass Program..... 15

Introduction:

In commitment to nurturing the thriving Enterprise Zone in Bloomington, the BUEA stands dedicated to fostering its growth and prosperity. Through strategic alliances, grant initiatives, and steadfast support programs, our aim remains steadfast: to enrich the economic and social landscape of our community. This packet overviews the proposed and all current resident and business grants for 2024.

BUEA Proposed Grants 2024

BUEA Businesses Technology Modifications Grant

I. Purpose

- A. The Technology Modification Grant provides grant-based assistance for business owners who want to improve their business operations and practices by increasing the efficiency of their systems, products, and services. Recipients can use the grant to update payment processing systems, cyber security systems, project management systems, inventory management software, business websites, and customer relations management systems.

II. Proposed Amount

- A. \$15,000 of \$150,000
 - 1. Three grants with a max of \$5,000

III. Intended outcome

- A. To improve the way of doing business in the BUEA and give business owners who would not typically adopt new technology the opportunity to modernize their practices

IV. Proposed Guidelines

A. Application Requirements

- 1. Applicant must present the grant request to the BUEA board outlining basic project details, timeline, and expense. Applicants will also include a short narrative of at least 350 words describing financial needs and their technology modification project
 - a) In-person funding requests are preferred. However, exceptions will be made for accessibility.
 - b) Presentation must be scheduled at least two weeks before the monthly BUEA Board meeting on the second Wednesday at noon.
 - c) Presentation Requirements will include but are not limited to
 - (1) A cost estimate, plans, and all other pertinent information regarding project costs.
 - (a) Assessments must consist of materials/product list breakdowns.
 - (b) Proof of business address, i.e., utility bill, the current lease, or deed.
 - (c) Images/video of “before” status.
 - (d) Describe their technology improvement project and the contractor's quote or invoice.
- 2. Eligible projects include improving technology relevant to the sales and management of the business.
- 3. Applicant must be able to match at least 50% of the requested funding.
 - a) Example: If you are asking \$5000, you must be able to show \$2500 of personal financing for the project.

BUEA Homeowner Home Improvement Grant

I. Purpose

- A. To support the beautification and structural integrity of homes in the BUEA. Structural integrity and building maintenance are essential to avoid severe damage to properties. This grant aims to assist homeowners facing economic hardship who must update and improve their property building's internal and external renovations, preservation, and structural integrity.

II. Proposed Amount

- A. \$15,000 out of \$150,000 unbudgeted grants
 1. Three grants with a max of \$5000

III. Intended outcome

- A. The BUEA's main objectives for the grant program are visual improvements and structural integrity.

IV. Proposed Guidelines

A. Application Requirements

1. Applicant must present the grant request to the BUEA board outlining basic project details, timeline, and expense. Applicants will also include a short narrative of at least 350 words describing financial needs.
 - a) In-person funding requests are preferred. However, exceptions will be made for accessibility.
 - b) Presentations must be scheduled at least two weeks before the monthly BUEA Board meeting, held on the second Wednesday of each month at noon.
2. Applicants must attach proof of home ownership address, i.e., current proof of mortgage payment or deed.
3. Applicant must sign an affidavit attesting to earning 60% or below Bloomington's AMI
4. Applicants must briefly describe their building improvement project and provide the contractor's quote or invoice.
5. Applicant must be able to match at least 25% of the requested funding.
 - a) For example, if you request \$5000, you must show \$1250 of personal funding for the project.
6. Eligible projects include exterior painting, cleaning, awnings, roofs, guttering, and replacing windows. Exterior improvements must follow the style approved in the downtown design plan. A Certificate of Appropriateness must be obtained before starting work if the building is in a historic district.
7. Work on the property can start after application approval.
8. A cost estimate and a "before" photo accompany the application and include plans and all other pertinent information regarding project costs. Assessments must consist of materials/product list breakdowns. The owner makes a selection of contractors.
9. BUEA will rebate the property owner after work is complete. The applicant provides a final bill, copies of canceled checks for the applicant's half, and an "after" photo of the completed work.

BUEA Homeowner Accessibility Modification Program

I. Purpose

- A. The Accessibility Modification Program provides grant-based assistance for accessibility improvements to the homes of individuals with permanent disabilities to make home improvements to make their homes accessible for their needs. This grant aims to improve the BUEA's social and physical environment through accessibility modifications. This grant intends to help business owners complete ADA modifications that do not meet the requirements due to grandfathered plans. Businesses can use the funding to update their ADA-accessible areas, signage, low shelves, restroom accessibility, & parking space.

II. Proposed Amount

- A. \$15,000 of \$150,000
 1. Three grants with a max of \$5,000

III. Intended outcome

- A. To create a more accessible BUEA for people with disabilities to enjoy Bloomington amenities better and meet their needs.

IV. Proposed Guidelines

B. Application Requirements

1. Applicant must present the grant request to the BUEA board outlining basic project details, timeline, and expense. Applicants will also include a short narrative of at least 350 words describing financial needs.
 - a) In-person funding requests are preferred. However, exceptions will be made for accessibility.
 - b) Presentations must be scheduled at least two weeks before the monthly BUEA Board meeting, held on the second Wednesday of each month at noon.
2. Applicant must sign an affidavit attesting to earning 60% or below Bloomington's AMI
3. They must provide a narrative describing their accessibility modification project and the contractor's receipt or invoice.
4. Eligible projects include improving accessible areas and signage, low shelves, restroom accessibility, & parking space.
5. Applicant must be able to match at least 25% of the requested funding.
 - a) For example, if you request \$5000, you must show \$1250 of personal funding for the project.
6. Work on the property can start after application approval.
7. A cost estimate and a "before" photo accompany the application and include plans and all other pertinent information regarding project costs. Assessments must consist of materials/product list breakdowns. The owner makes a selection of contractors.
8. BUEA will rebate the property owner after work is complete. The applicant provides a final bill, copies of canceled checks for the applicant's half, and an "after" photo of the completed work.

BUEA Resident Child Care Grant

I. Purpose

- A. To improve the economic environment of the BUEA. According to a study conducted by the Fall 22 Capstone at the O'Neil School of Public Affairs, 54.29% of people aged 25-34 feel burdened by childcare costs in Bloomington. This grant aims to provide financial assistance to parents in the BUEA who cannot afford the high cost of child care, pre-k education, and after-school activities for their children. **Therefore, approval for this grant will rely on financial need.**

II. Proposed Amount

- A. \$30,000 out of \$150,000 unbudgeted grants
 - 1. Six grants with a max amount of \$5,000 each

III. Intended outcome

- A. Affordable and consistent childcare promotes parental employment, financial stability, and child learning. Therefore, the BUEA intends to increase the BUEA's workforce by creating options for parents who may need support in balancing work-life responsibilities and improving the quality of life for BUEA residents, ultimately improving the overall economic vitality of the EZ.

IV. Proposed Guidelines

A. Application Requirements

1. Applicant must make the base or under living wage in Bloomington, Indiana, as determined by the table below, to be eligible for the grant.
2. Applicant must fill out BUEA Resident Child Care Grant on Survey Apply.
3. Applicant must sign an affidavit attesting to earning 60% or below Bloomington's AMI
4. Applicants must attach proof of address such as a utility bill, current lease, deed, mortgage payment, or W-2.
5. Applicants must submit evidence of childcare, preschool education, or afterschool program enrollment documentation and invoice.
6. Childcare providers may use this grant to cover costs of materials needed by facilities to provide childcare services.
7. Eligible programs include certified/accredited childcare providers, preschool education, and afterschool programs provided by MCCSC, The Boys and Girls Club, and the YMCA.
8. This grant may cover materials needed for the materials mentioned above, such as uniforms, art supplies, and sports equipment.
9. BUEA will pay the childcare provider directly.

*Justification

- To qualify for this grant, the applicant must make less than \$35,000 yearly income or \$17.00 an hour.
 - According to the Census, the median gross rent from 2017-2021 was \$988. However, the median household income was \$41,354, and 33.% of Bloomington's population lives in poverty.
 - According to MIT's Living Wage Calculator, a family in Indiana with two working adults and two children must make at least \$21.01 each.

Financial Need Table for Resident Scholarships

*Resident must make under living wage to qualify for a grant/ scholarship designated under financial need

	1 Adult				2 Adults (1 Working)				2 Adults (Both Working)			
Children	0	1	2	3	0	1	2	3	0	1	2	3
Living Wage	\$15.90	\$29.55	\$36.75	\$48.70	\$24.41	\$29.00	\$34.58	\$37.75	\$12.00	\$16.47	\$21.23	\$24.79
Minimum Wage	\$7.25	\$7.25	\$7.25	\$7.25	\$7.25	\$7.25	\$7.25	\$7.25	\$7.25	\$7.25	\$7.25	\$7.25

* Living Wage Calculation table from <https://livingwage.mit.edu/metros/14020>

BUEA Approved Grants 2024

BUEA Small Business Safety & Security Grant

This grant aims to improve the Enterprise Zone's overall safety and security. The Safety & Security Grant is for small business owners who would like to improve the general security of their businesses.

A total of \$20,000 will be awarded in the 2023 fiscal year. The maximum award amount will be at the discretion of the BUEA board. However, staff recommends a \$5000 max award per applicant.

A. Application Requirements

1. Applicant must present the grant request to the BUEA board outlining basic project details, timeline, and expense. Applicants will also include a short narrative of at least 350 words describing financial needs.
 - a) In-person funding requests are preferred. However, exceptions will be made for accessibility.
 - b) Presentation must be scheduled at least two weeks before the monthly BUEA Board meeting on the second Wednesday of the month at noon.
2. Applicants must attach proof of business address, i.e., utility bill, the current lease, or deed.
3. Applicant must be able to match at least 25% of the requested funding.
 - a) Example: If you are asking \$5000, you must be able to show \$1250 of personal financing for the project.
4. Applicants must briefly describe their business security system project
5. A business security system project must have one or more primary purposes:
 - a) Crime reduction
 - b) Theft prevention
 - c) Vandalism prevention
 - d) Improved perception of safety
6. Once approved, the Applicant must attach proof of purchase for reimbursement.
7. An approved security system must be installed within the funding period.
8. **Applicants are limited to a one-time-only grant award**
9. Assumption
 - a) ***This grant may not be used to purchase weapons or devices that may cause physical harm to humans or animals.***
 - b) ***The Board holds the right not to approve any project they deem unsuitable for this grant.***

BUEA Business Building Improvement Grant

This grant aims to improve the physical condition of business buildings in the Enterprise Zone and promote economic vitality and beautification of the community. This grant seeks to assist small business owners in updating and improving internal and external visual improvements, preservation, and structural integrity.

A total of \$20,000 will be awarded in the 2023 fiscal year. The BUEA board will determine the maximum award amount. However, staff recommends a \$ 5,000 maximum award per applicant.

A. Application Requirements

1. Applicant must present the grant request to the BUEA board outlining basic project details, timeline, and expense. Applicants will also include a short narrative of at least 350 words describing financial needs.
 - a) In-person funding requests are preferred. However, exceptions will be made for accessibility.
 - b) Presentation must be scheduled at least two weeks before the monthly BUEA Board meeting on the second Wednesday of the month at noon.
 - c) Presentation Requirements will include but are not limited to
 - (1) A cost estimate, a “before” photo, plans, and all other pertinent information regarding project costs.
 - (a) Assessments must consist of materials/product list breakdowns.
 - (b) Proof of business address, i.e., utility bill, the current lease, or deed.
 - (c) Images/video of “before” status.
 - (d) Describe their building improvement project and the contractor's quote or invoice.
2. Applicant must be able to match at least 50% of the requested funding.
 - a) Example: If you are asking \$5000, you must be able to show \$2500 of personal financing for the project.
3. Projects eligible for grant approval include
 - a) exterior painting/cleaning, historical restoration, awnings, roofs, guttering, and replacing windows. Ineligible projects include signage and sidewalks.
 - b) Exterior improvements must be in the style approved in the downtown design plan. A Certificate of Appropriateness must be obtained before starting work if the building is in a historic district.
4. Work on the property may start after board approval.
5. A contractor registered with the city must do construction work and obtain any necessary permits before applying.
6. BUEA will rebate the property owner after work is complete, and the applicant provides a final bill, copies of canceled checks for the applicant's half, and an “after” photo of the completed work. However, the board reserves the right to provide funding if improvements or repairs are in progress.
7. **Applicants are limited to a one-time-only grant award.**

BUEA Business Accessibility Modification Grant

The Accessibility Modification Grant provides grant-based assistance for businesses to make their small businesses ADA-accessible and promote inclusive practices for people with disabilities. This grant aims to improve the BUEZ's social and physical environment through accessibility modifications. This grant intends to help business owners complete ADA modifications that do not meet the requirements due to grandfathered plans. Businesses can use the funding to update their ADA-accessible areas, entrances, signage, low shelves, restroom accessibility, & parking space.

A total of \$15,000 will be awarded in the 2023 fiscal year. The maximum award amount will be at the discretion of the BUEA board. However, staff recommends a \$3000 max award per applicant.

A. Application Requirements

1. Applicant must present the grant request to the BUEA board outlining basic project details, timeline, and expense. Applicants will also include a short narrative of at least 350 words describing financial needs.
 - a) In-person funding requests are preferred. However, exceptions will be made for accessibility.
 - b) Presentation must be scheduled at least two weeks before the monthly BUEA Board meeting on the second Wednesday of the month at noon.
2. Applicant must be able to match at least 25% of the requested funding.
 - a) Example: If you are requesting \$5000, you must be able to show \$1250 of personal funding for the project.
3. Applicants must attach proof of business ownership address, such as a utility bill, lease, or deed.
4. Applicants must briefly describe their accessibility modification project and the contractor's receipt or invoice.
5. Eligible projects include improving accessible areas, signage, entrances, low shelves, restroom accessibility, & parking space.
6. Work on the property can start after application approval.
7. A cost estimate and a "before" photo accompany the application and include plans and all other pertinent information regarding project costs. Assessments must consist of materials/product list breakdowns. The owner makes a selection of contractors.
8. BUEA will rebate the property owner after work is complete, and the applicant provides a final bill, copies of canceled checks for the applicant's half, and an "after" photo of the completed work. However, the board reserves the right to provide funding if improvements or repairs are in progress.
9. **Applicants are limited to a one-time-only grant award.**

BUEA Business Economic Enhancement Grant for Business Owners

The Bloomington Urban Enterprise Association's Business Economic Enhancement Grant provides scholarships of up to \$1,200 for professional development opportunities to further the economic stability of the business/organization that has operated within the Zone for at least 12 months.

Applicants must own a business or non-profit within the Zone that has operated for at least 12 months.

- Funds are awarded biannually (May & November) and on a first-come-first-serve basis each year, with a lifetime maximum of \$1200.00 per business.
- The scholarship may be used to pay for economic development classes, business workshops, professional organization membership dues, or conference registration fees for the business owner or any business employee.
- Applications must be received at least one month before the start of the class(es) or activity paid for with the scholarship.

BUEA Diversity, Equity, & Inclusion/Anti-racism training GRANT

Scholarships of up to \$1,000 are available for Zone businesses that wish to self-assess and improve business practices relating to anti-racism or diversity, equity, and inclusion. In addition, max grant amounts that partner with other zone businesses or nonprofits for their training will increase to \$1,250 for each Zone business.

- Applicants must be a business or non-profit within the Zone that has operated for at least 12 months.
- The scholarship may pay for DEI classes, training, business workshops, professional organization membership dues, or conference registration fees for the business owner or employees.
- Three scholarships are awarded per quarter
 - Winter/spring - FEB-APRIL
 - Spring/Summer - APRIL-JUNE
 - Summer - JUNE-AUGUST
 - Fall- SEPT-NOV
- Scholarships of up to \$1,000 for Zone businesses are available. In addition, max grant amounts that partner with other zone businesses or nonprofits for their training will increase to \$1,250 for each Zone business. For example, if three Zone businesses train together, they would be eligible for a max funding amount of \$3,750.
- Businesses must be within the BUEA Zone limits and or serve the BUEA community.
- Fill out an application on "Survey Apply."
- Once completed, BUEA staff will reach the applicant requesting proof of payment for the DEI training or an invoice from the DEI training organization if you would like the BUEA to pay the organization conducting the training directly.

BUEA Resident Economic Independence Scholarship

For residents who have lived in the Zone for at least 12 months. Up to \$750/semester for two semesters.

- This is a biannual grant cycle. A maximum of ten spring and fall grants will be awarded.
- The spring submission window is open from Feb 15 to March 15. The fall submission window is open from July 15 to September 1.
- Residents who have lived in the Zone for at least 12 months may apply for a scholarship to attend post-secondary classes to further their economic independence.
- The scholarship can be applied to any course (college, trade school, or other special training) that advances the applicant's skills as a workforce member.
- The BUEA will pay for two classes, including textbooks, or up to \$750.00 a semester, whichever is less, up to a lifetime maximum of \$1,500.00 in educational assistance.
- Funds are limited and awarded on a first-come, first-served basis. Applications must be received at least one month before the start of the class(es) being paid for with the scholarship.

The Mill Day Pass Program

Residents who live in the Zone may receive a 1-day pass per month from January to December to work at the Mill—Bloomington's center for coworking and entrepreneurship.

Draft 2024 BUEA Budget

11/6/2023

	2022				2023				2024
	Budget	2022 by EOY	var.	Carryover	Budget	as of 10/2023	var.	Carryover	Budget
INCOME									
Refunded AIEZ fee	\$12,000.00	\$17,466.51	-\$5,466.51	\$0.00	\$18,500.00	\$19,355.30	-\$855.30	\$0.00	\$21,451.21
Business Loan Interest Income	\$1,546.00	\$2,543.45	-\$997.45	\$0.00	\$1,600.00	\$982.52	\$617.48	\$0.00	\$1,500.00
EZID loan program interest	\$37,000.00	\$0.00	\$37,000.00	\$0.00	\$60,000.00	\$0.00	\$60,000.00	\$0.00	\$0.00
EZID Income (zone membership fees)	\$262,867.00	\$464,535.28	-\$201,668.28	\$0.00	\$500,000.00	\$256,265.75	\$243,734.25	\$0.00	\$429,012.20
RRF Loan Interest	\$0.00	\$2,391.69	-\$2,391.69	\$0.00	\$3,904.00	\$2,131.35	\$1,772.65	\$0.00	\$2,606.12
Late Fees - RRF Loans	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25.57	-\$25.57	\$0.00	\$0.00
Late Fees - Zone Loans	\$0.00	\$161.92	-\$161.92	\$0.00	\$0.00	\$255.98	-\$255.98	\$0.00	\$0.00
Uncategorized Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$23.53	-\$23.53	\$0.00	\$0.00
Banking Interest Income	\$1,240.00	\$1,547.95	-\$307.95	\$0.00	\$1,240.00	\$38,135.60	-\$36,895.60	\$0.00	\$84,000.00
	\$314,653.00	\$488,646.80	-\$173,993.80	\$0.00	\$585,244.00	\$317,175.60	\$268,068.40	\$0.00	\$538,569.53

EXPENSE

ADMINISTRATIVE									
Advertising/Marketing	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00
Bank Service charges	\$0.00	\$54.99	-\$54.99	\$0.00	\$80.00	\$24,040.41	-\$23,960.41	\$0.00	\$0.00
Professional Services- Management	\$40,000.00	\$45,000.00	-\$5,000.00	\$0.00	\$45,000.00	\$45,000.00	\$0.00	\$0.00	\$47,500.00
Insurance Expense	\$0.00	\$3,506.00	-\$3,506.00	\$0.00	\$3,500.00	\$3,033.00	\$467.00	\$0.00	\$3,500.00
Accounting & Tax Services	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	\$781.02	\$1,718.98	\$0.00	\$1,500.00
Marketing Consultant	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$5,000.00
Postage/Printing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subscriptions/Dues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Professional Bonds	\$3,500.00	\$0.00	\$3,500.00	\$0.00	\$3,500.00	\$0.00	\$3,500.00	\$0.00	\$3,500.00
Project administration	\$12,210.00	\$0.00	\$12,210.00	\$0.00	\$12,210.00	\$0.00	\$12,210.00	\$0.00	\$12,000.00
Miscellaneous Expenses	\$500.00	\$0.00	\$500.00	\$0.00	\$2,500.00	\$39.99	\$2,460.01	\$0.00	\$2,500.00
Sub-Total	\$67,710.00	\$48,560.99	\$19,149.01	\$0.00	\$80,790.00	\$72,894.42	\$7,895.58	\$0.00	\$77,000.00

Draft 2024 BUEA Budget

	11/6/2023				2023				2024
	Budget	2022 by EOY	var.	Carryover	Budget	as of 10/2023	var.	Carryover	Budget
GRANTMAKING BUDGET									
Education:									
School Grants	\$35,000.00	\$70,000.00	-\$35,000.00	\$0.00	\$50,000.00	\$50,000.00	\$0.00	\$0.00	\$50,000.00
Resident Scholarships	\$10,500.00	\$7,601.13	\$2,898.87	\$0.00	\$15,000.00	\$8,595.00	\$6,405.00	\$0.00	\$15,000.00
Lemonade Day	\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00
Sub-Total	\$48,000.00	\$80,101.13	-\$32,101.13	\$0.00	\$67,500.00	\$61,095.00	\$6,405.00	\$0.00	\$67,500.00
Education and Entrepreneurship:									
Business Scholarship Program	\$5,000.00	\$3,152.42	\$1,847.58	\$0.00	\$10,000.00	\$3,511.00	\$6,489.00	\$0.00	\$10,000.00
SBDC/Cook Center	\$45,000.00	\$0.00	\$45,000.00	\$0.00	\$45,000.00	\$45,000.00	\$0.00	\$0.00	\$45,000.00
Dimension Mill Zone day passes	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00
DEI Scholarship	\$0.00	\$3,500.00	-\$3,500.00	\$0.00	\$15,000.00	\$3,500.00	\$11,500.00	\$0.00	\$10,000.00
Unbudgeted Grants	\$15,000.00	\$3,500.00	\$11,500.00	\$0.00	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$15,000.00
Sub-Total	\$66,000.00	\$11,152.42	\$8,000.00	\$0.00	\$91,000.00	\$53,011.00	\$31,500.00	\$0.00	\$81,000.00
Arts and Culture:									
City Art Program	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$20,000.00	\$0.00	\$20,000.00	\$20,000.00	\$40,000.00
Zone Art Grants	\$80,000.00	\$13,558.00	\$66,442.00	\$0.00	\$40,000.00	\$26,800.00	\$13,200.00	\$0.00	\$50,000.00
Historic Façade Grant	\$40,000.00	\$22,000.00	\$18,000.00	\$0.00	\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$40,000.00
Unbudgeted Grants	\$0.00	\$3,250.00	-\$3,250.00	\$0.00	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$20,000.00
Sub-Total	\$120,000.00	\$38,808.00	\$81,192.00	\$0.00	\$130,000.00	\$26,800.00	\$83,200.00	\$0.00	\$150,000.00

Draft 2024 BUEA Budget

11/6/2023	2022				2023				2024
	Budget	2022 by EOY	var.	Carryover	Budget	as of 10/2023	var.	Carryover	Budget
Implemented Zone Improvement Grants									
Small Business Safety & Security	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	\$2,091.90	\$17,908.10	\$0.00	\$25,000.00
Business Building improvement	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	\$6,111.00	\$13,889.00	\$0.00	\$25,000.00
Business Accessabilty Modification	\$0.00	\$0.00	\$0.00	\$0.00	\$15,000.00	\$6,111.00	\$8,889.00	\$0.00	\$25,000.00
Sub-Total	\$0.00	\$0.00	\$0.00	\$0.00	\$55,000.00	\$14,313.90	\$40,686.10	\$0.00	\$75,000.00
Prospective Zone Improvement Grants									
Home Improvement	\$0.00	\$0.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$0.00
Home Accessabilty Modification	\$0.00	\$0.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$0.00
Resident Child Care Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00
Environmental sustainability	\$0.00	\$0.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$0.00
Tech Modernization & Software	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$0.00
Sub-Total	\$0.00	\$0.00	\$0.00	\$0.00	\$95,000.00	\$0.00	\$95,000.00	\$0.00	\$0.00
Grant Making Budget Sub-Total	\$234,000.00	\$130,061.55	\$57,090.87	\$0.00	\$438,500.00	\$140,906.00	\$121,105.00	\$0.00	\$298,500.00
ONE-TIME EXPENSES									
Rapid Response Grantmaking									
Emergency Arts Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Business Scholarships	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
One-Time Budget Sub-Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total income	\$314,653.00	\$488,646.80	-\$173,993.80	\$0.00	\$585,244.00	\$317,175.60	\$268,068.40	\$0.00	\$538,569.53
Total expenditures	\$301,710.00	\$178,622.54	\$76,239.88	\$0.00	\$519,290.00	\$213,800.42	\$129,000.58	\$0.00	\$450,500.00
Net income	\$12,943.00	\$310,024.26	\$12,210.00	\$0.00	\$65,954.00	\$103,375.18	\$12,210.00	\$0.00	\$88,069.53