Bar and Restaurant Assistance Fund

Overview

The Bar and Restaurant Assistance Fund is designed to assist Ohio's on-premise liquor permit holders. This $38.7 million fund will help more than 15,400 licensees significantly impacted by COVID-19 and limited in the full use of their liquor permit. Funding for the program is from the CARES Act.

Eligible Businesses

The Ohio Department of Commerce Division of Liquor Control has more than 15,000 permit holders that qualify for the assistance fund. This applies to roughly 30 permit types, including bars, restaurants, breweries, distilleries, wineries, casinos and private clubs. They include:

A1	A1A	A1C	A2	D1	D2	D2X	D3	D3A	D4
D4A	D5	D5A	D5B	D5C	D5D	D5E	D5F	D5G	D5H
D5I	D5J	D5K	D5L	D5M	D5N	D5O	D7		

These permit holders need to have had an active on-premise permit as of close-of-business October 23, 2020. The business does not have to be currently open but must have an active liquor license. You can check the status of your liquor permit here. If it's active, it will be listed as "issued."

After applying, a licensee will receive $2,500 per unique business location.

Application Requirements

Licensees must present their FEIN or SSN, and liquor permit number and address for each unique location at time of application. The Department of Taxation will confirm all entries. Applications will be accepted through December 30, 2020. Once money is received, per CARES Act stipulation, businesses are to use the funds on COVID-related expenses due to business interruptions caused by the pandemic.

Application Process

Visit BusinessHelp.Ohio.Gov to access the online application. The application will open November 2, 2020. Permit holders may apply for the liquor assistance funding as well as the Small Business Relief Grant through the online application at BusinessHelp.Ohio.Gov.

The Ohio Department of Administrative Services will be sending checks to permit holders as soon as applications are processed. Funds cannot be distributed after Dec. 31, 2020.

Home Relief Grant

Overview

The state of Ohio will allocate $50 million from the Coronavirus Relief Fund from the CARES Act to 47 Community Action Agencies to help Ohioans that have experienced economic hardship as a result of the COVID-19 pandemic. Each Community Action Agency will receive a portion of the funding based on their Community Services Block Grant (CSBG) CARES Act allocation.

Ohioans who are behind on rent, mortgage, and water and/or sewer utility bills may be able to receive assistance. Assistance can be applied to outstanding rent, mortgage, water, and/or sewer bills back to April 1, 2020. Ohioans can receive monthly assistance until the program ends on December 30, 2020.

For utility bills that include more than the water or sewer services, assistance can be provided to maintain service or prevent shut off only.

The Community Action Agencies will make direct payments on behalf of the applicant to the landlord, bank, or water and/or sewer company. A household can receive assistance in more than one category.

Application Process

Ohioans will apply for assistance through their local Community Action Agency starting November 2, 2020. Ohioans can find their local Community Action Agency by visiting BusinessHelp.Ohio.Gov.

Ohio households with an annual income at or below 200% of the federal poverty guidelines will be eligible for assistance. For a family of four, that is an annual income up to $52,400. Individuals that are currently unemployed will only need to provide proof of income for the last 30 days for verification purposes. Additionally, any federal unemployment stipend is excluded from determining a household's benefit.

Ohioans will need to provide the following information when they apply:

- Names of all household members
- Date of Birth
- Social Security Number
- Current or Previous address
- Copies of Social Security cards, or verification for each household member

- Proof of income for all household members 18 years or older for a minimum of the past 30 days
- Any supporting documentation to demonstrate need
- Hardship due to the COVID-19 pandemic

To receive Rental Assistance, they will also need to provide:

- Eviction or past due rent notice. Notice should include total amount due (including fees)
- If moving to a new location, justification for the move (i.e. currently homeless, living with another family and not sufficient space etc.)

- Landlord verification/proof of ownership and agreement to receive funds
- Lease agreement

To receive Mortgage Assistance, they will also need to provide:

- Notice of late mortgage payment (including taxes and insurance)

To receive Utility Assistance, they will also need to provide:

- Copy of utility bill demonstrating the account has been shut off, is in disconnect status or is past due

Assistance Available

The funding may be distributed among rental assistance (homeless/eviction prevention, re-housing assistance, or security deposit assistance), mortgage assistance, and water and/or sewer utility assistance.

Ohio | **Development Services Agency**

For more information, visit
BusinessHelp.Ohio.Gov

Small Business Relief Grant

Overview

The Small Business Relief Grant is designed to assist Ohio businesses that have been harmed by the effects of COVID-19. The $125 million grant fund will provide relief to Ohio businesses that have been negatively impacted by COVID-19. Funding for the program is from the CARES Act.

Eligible Businesses

The business must be a for-profit entity with no more than 25 total or full-time equivalent Ohio employees as of Jan. 1, 2020. The business must also have a physical location in Ohio and earn at least 90% of annual revenue based on activities performed in and taxable to Ohio.

The business must have been in continuous operation since Jan. 1, 2020, except for interruptions required by COVID-19 public health orders and have the ability to continue operations as a going concern.

Ineligible Businesses

Businesses not eligible for funding include those that are: publicly traded; clubs; lobbying firms; operates an adult entertainment establishment or produces adult entertainment, as those terms are defined in section 2907.39 of the Revised Code; regulated by the Casino Control Commission or that operate Video Lottery Terminals; primarily engaged in advancing or managing partisan political activities or political issue advocacy; majority interest owned by persons under the age of 18; hospitals, private schools, or long-term care centers; engaged in the sale, cultivation or distribution of cannabis products; engaged in the sale or distribution of liquor, tobacco products, or vaping products; utility providers; and subject to the Financial Institutions Tax under Chapter 5725 of the Revised Code.

Eligible Uses of Funds

Grant funds can be used to reimburse eligible businesses for the following expenses because of revenue loss or unplanned costs caused by COVID-19:

- Personal protective equipment to protect employees, customers, or clients from COVID-19.
- Measures taken to protect employees, customers, or clients from COVID-19.
- Mortgage or rent payments for business premises (personal residences explicitly excluded).

- Utility payments.
- Salaries, wages, or compensation paid to contractors or employees, including an employer's share of health insurance costs.
- Business supplies or equipment.

Awarding Funds

Each business that meets the criteria and submits a complete application will be eligible for a grant of $10,000 in accordance with the following guidelines:

- $44 million of the grant funds will be set aside to ensure businesses in all 88 counties receive funding. 50 businesses will be funded in each county.
- As applications are approved on a first-come, first-served basis, grants will be awarded first from each county's allocation.
- When a county's allocation is depleted, grants will be awarded from the remainder of funding on a first-come, first-served basis regardless of the business' location in Ohio.
- If Development does not receive eligible applications sufficient to award all 50 grants to businesses in each county within the first 21 days after the application is opened, the remaining funds allocated to that county will be available to businesses regardless of their location in Ohio.
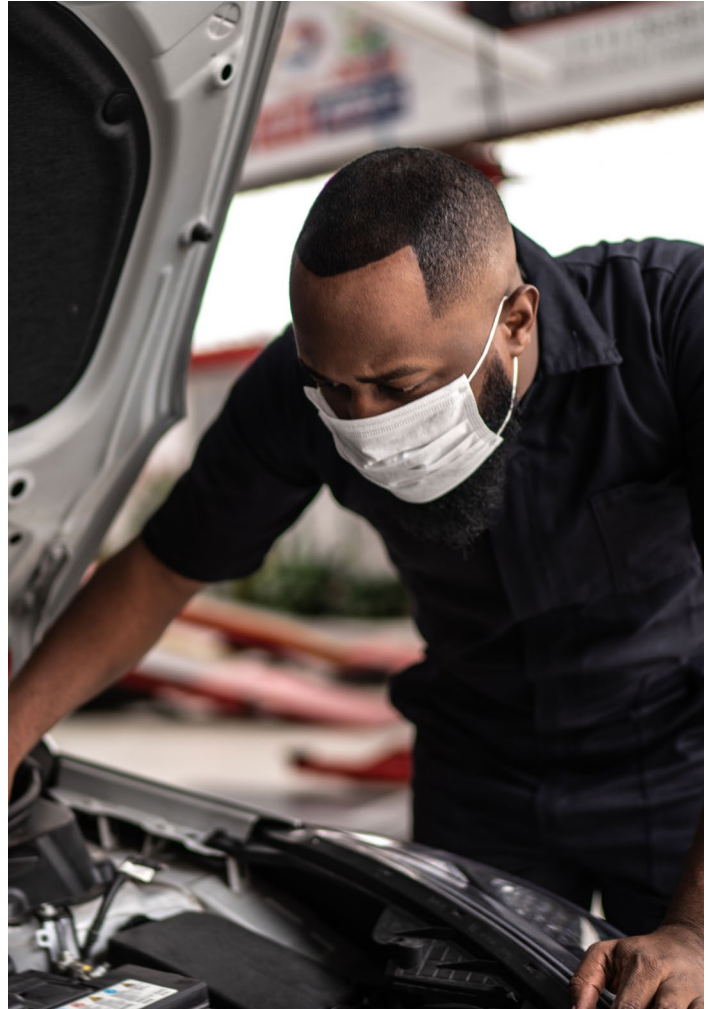
Application Process

The Ohio Development Services Agency is establishing an online application for the program. Businesses applying for funding will be required to establish a registration ID with the state of Ohio. The application will be available November 2, 2020.

Ohio | **Development Services Agency**

For more information, visit
BusinessHelp.Ohio.Gov

Development Director

Harrison Township seeks a Development Director that will perform a variety of supervisory, administrative, and professional work in development and is responsible for community and economic development functions. In addition, the position is responsible for the administration and supervision of planning, zoning and code enforcement functions and department staff. The Development Director reports directly to the Township Administrator and oversees a staff of approximately 5 employees. In overseeing the Department and driving economic development for the township, the Director is required to practically apply his or her knowledge of the economic development system to improve current practices, develop new and innovative programs, and address complex issues facing the Township's residents and businesses. The Development Director should also be able to perform duties and carry out the responsibilities of the Development Department with little supervision.

Harrison Township is an inner-ring suburb of Dayton, Ohio. This creates unique challenges for neighborhood stabilization, community development and economic development. The township is also recovering from a devastating tornado the caused destruction throughout the community in May of 2019. The Development Director is the lead staff person working with other affected communities and our local partners to administer programs and facilitate redevelopment of affected neighborhoods and commercial corridors.

In order to discharge the duties of Development Director, an individual must be able to perform or have the ability to do the following activities; Graduation from an accredited four-year college or university with a degree in public administration, land use planning, urban planning or related field. Three (3) years of experience, including management, in planning, zoning or community development or related field; or Any equivalent combination of education and experience. Make decisions regarding enforcement of various Township regulations and take appropriate action per departmental policy. Communicate effectively, both verbally and in written from. For the detailed job description please visit www.harrisontownship.org. Salary will be determined by experience and qualifications. Submit a cover letter and resume to Township Administrator, Kristofer McClintick at Kmcclintick@harrisontownship.org Resumes will be accepted until 4:30 p.m. on Friday, November 20, 2020.

Zoning Administrator

Harrison Township seeks a zoning administrator to perform a variety of supervisory, administrative, and professional work in zoning and property maintenance and enforcement. This position works under the general guidance and direction of the Development Director and exercises supervision over code enforcement staff, either directly or through subordinate supervisors. The zoning administrator is responsible for administration and enforcement of the townships zoning, property maintenance, nuisance and dangerous property resolutions along with day-to-day operation of the code enforcement staff and operations including; providing support to the general public, applicants, developers and others in need of assistance with zoning, property maintenance, nuisance and dangerous property inquiries, proposals and applications. In addition, the zoning administrator accepts zoning permit applications and determines compliance with zoning resolution while identifying, and monitoring non-conforming uses. The zoning administrator will also coordinate administrative procedures such as fire bonds and demolitions, serve as a liaison, provide staff support and attend meetings of the WellField Fund Board, Board of Zoning Appeals, Zoning Commission and Board of Trustees. The zoning administrator will also provide research for development related projects while using various computer programs such as Microsoft Excel, Word, Zone Pro and Arc View GIS.

For the detailed job description please visit www.harrisontownship.org. Salary range is $46,507 - $64,148. Submit a cover letter and resume to Township Administrator, Kristofer McClintick at Kmcclintick@harrisontownship.org. Resumes will be accepted until 4:30 p.m. on Friday, December 4, 2020.

Have a question? (937) 258-8890 soche@soche.org

 Facebook   Twitter   Instagram   LinkedIn

USAJobs Train the Trainer

Monday, November 9, 2020

Online Webinar

10:00 AM - 11:30 AM

Register Now

About the USAjobs Train the Trainer Webinar

SOCHE, in partnership with Wright-Patterson Air Force Base, is hosting the USA Jobs Train the Trainer Webinar.

SOCHE listened to your needs at the Workforce We Need Summit, and we are excited to host Ohio regional USA Jobs training sessions for Careers Services and Faculty and Staff. The USA Jobs Train the Trainer webinar takes place on Monday, November 9, from 10:00 AM - 11:30 AM. Attendees will learn how to guide students through the Federal job application process. Don't miss this free opportunity to provide your students access to thousands of federal employment opportunities.

When

Monday, November 9, 2020, from 10:00 AM to 11:30 AM

Where

Online
WebEx connection details will be shared with registrants soon.

Cost

This is a FREE webinar.

DAYTON
Area Chamber of Commerce

MINORITY BUSINESS PARTNERSHIP

2010 - 2020: A DECADE OF LEADERSHIP

WORKPLACE DIVERSITY & INCLUSION FORUM

DRIVING ECONOMIC OPPORTUNITY FOR OUR ENTIRE COMMUNITY

Tuesday, November 10, 2020 | 8:30 am - 2:30 pm

Keynote Speaker: Scott Morris
Global Diversity & Inclusion Strategist, 3M

Presented VIRTUALLY in conjunction with our key partners the National Conference for Community & Justice of Greater Dayton and Premier Health. This regional event focuses on both workforce and supplier diversity and inclusion.

Presenting Sponsor:

PNC

Event Sponsors:

Taft/
Taft Stettinius & Hollister LLP

5/3 FIFTH THIRD BANK

DAYTON
Area Chamber of Commerce

WORKPLACE DIVERSITY & INCLUSION FORUM

8 N. Main Street
Suite 100
Dayton, OH 45402-1904

WHO SHOULD ATTEND?

- Small Business Owners
- Minority/Women/Veteran-owned Business Professionals
- CEOs
- HR Professionals
- Procurement/Commodity Professionals
- Diversity & Inclusion Practitioners

COST

- Dayton Area Chamber members, MBEs, WBEs and VBEs - $25
- Non-members - $35

For details and registration go to DaytonChamber.org > Events

DaytonChamber.org

Tell Your Story Better

LORE

Nov. 12, 2020
9 a.m. to 3:30 p.m.
(includes breaks and 1 hour lunch)

Virtual event
(Workbooks and agenda provided)

Storytelling for Economic Development professionals

- Learn new ways to craft your community's story.

- Learn new skills to better engage with decision makers and BR&E visits

- Learn how to create compelling and convincing presentations

Presented by Bridget Flaherty
LORE Storytelling

Bridget is an award-winning storytelling coach and certified data management professional with an extensive background in business process improvement and information technology leadership. This odd combination makes her uniquely qualified to teach storytelling for business.
www.lorestorytelling.com
bridget@loreculture.com

BUSINESS**FIRST!**
for a greater dayton region

**Please RSVP by Nov. 9, 2020 to Pam Fannin
fanninp@mcohio.org**

Interactive and informative with feedback included!

You won't want to miss this FREE opportunity to polish your communication skills!

LOUIE GRAVANCE ZOOM EVENT

NOVEMBER 6, 2020 @ 11:30 AM

I-70/75 Development Association Event

When

Friday, November 6, 2020

11:30 AM to 1:00 PM EST

Add to Calendar

Where

This is an online event.

Mr. Louie Gravance is a customer service guru and former training designer for Walt Disney World in Orlando, Florida. After almost two decades with Disney, Louie was drafted by Bank of America and ING Financial to help re-think service in the investment industry. There, Louie became the first Disney University professor to successfully replicate and implement the Disney curriculum outside of Disney, bringing him national attention and a new career in speaking and consulting.

Prior to working with Disney, Louie spent many years as a performer on stage, sitcoms, movies, and 35 national television commercials.

Louie's fundamental message is that an excellent customer experience is built on excellent service. Excellent service means ALWAYS doing the right thing and treating people well, including our employees and co-workers.

Register now to reserve your seat for a superpowered superzoom event with the man who is "literally changing the consciousness of business in America,"

Mr. Louie Gravance, of Disney Institute fame.

Get more information

Register Now!

Ohio Business MATCHMAKER
where government and business come together

SBA U.S. Small Business Administration | **Ohio** Small Business Development Centers | **Ohio** Development Services Agency

Ohio Procurement Technical Assistance Centers | **Ohio** Minority Business Assistance Centers

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The **Ohio Business Matchmaker** helps Ohio businesses develop relationships with government buyers and large prime contractors to prepare for upcoming contracting opportunities.

This year's event is **going virtual** on **November 17th- 18th, 2020.**

During the event, take part in one-on-one discussions with local, state, and federal government agencies, large prime contractors, and local colleges. Businesses will have the flexibility to either pre-schedule appointments or create their own unscheduled matchmaking the day of the event.

To register for the event, visit - **www.ohiobusinessmatchmaker.com**
Registration is **$35 for businesses** *(suppliers)*, and free for government buyers.

In preparation for the event, a series of free webinars have been scheduled. Each webinar will focus on various government contracting topics, including an overview of what is the **Ohio Business Matchmaker**, how to prepare to do business with the government, how to create a capability statement, registering in beta.SAM, and more. **Each webinar will require a separate registration.**

For specific questions regarding the event, e-mail - **matchmaker@development.ohio.gov**

October Webinar Schedule
Note: Please register for each webinar by 12 noon, the day prior to the training.

- **Oct. 8th: 10 am - 12 pm - What is the Virtual Matchmaker?**
  Find out about what to expect from the event and how to prepare.

- **Oct. 15th: 10 am - 12 pm** - **Business Readiness in Government Contracting**
  Is your business ready to do business with the government? Learn about the different registration sites for federal, state, county, and city government. Also learn about the various certifications available to small businesses.

- **Oct. 20th: 10 am - 12 pm** - **Cybersecurity Awareness**
  The Department of Defense is requires all federal contractors obtain Cybersecurity Maturity Model Certification. Learn about the basics and how cybersecurity may impact your business.

- **Oct. 22nd: 10 am - 12 pm** - **Beta.SAM.gov Registration**
  *The new beta.SAM.gov platform has merged the System for Award Management (**SAM.gov**), Federal Business Opportunities (**FBO.gov**), and Federal Procurement Data System-Next Generation (**FPDS-NG.gov**) and other sites into one cohesive system. This session will offer a demonstration on how to search for federal contract opportunities, and view contract data.*

- **Oct. 27th: 10 am - 12 pm** - **Capability Statement Training**
  Position your business for success by creating a one-page marketing piece specific to government. Learn how to create your company's government resume to be used for industry days, marketing meetings, and networking events.

- **Oct. 29th: 10 am - 12 pm** - **Marketing to The Government**
  Learn how to conduct market research to find government contracting opportunities and how to decide on the right opportunity for your business.

2020 Taste of IT Conference
Wednesday 18 November 2020, 08:00am - 05:00pm

14th Annual Taste of IT Conference

Wednesday, November 18, 2020

VIRTUAL EVENT

Our largest conference and trade show of the year!

**400+Participants, 45+ sponsoring companies, industry knowledgeable speakers for 30+ educational sessions.
Visit our LinkedIn page or follow us on Twitter for the most current information.**

Questions? Contact Kaitlin Regan, Director, Marketing & Events at **kregan@technologyfirst.org** or 937.229.0054

Registration Now Open

2020 Tracks:

Executive

Partial Day Event w/ 6 sessions
and CIO Roundtables

The First 48 Hours - Critical Steps during a Data Breach
The Human Cloud - How AI and the Freelance Economy are Transforming Work
Preparing for the Future of Virtual/Augmented/Mixed Reality
Shifting Culture through Leadership Agility
The Top 5 Strategies of Highly Successful Project Managers
Update on University of Dayton's projects as a OCRI Regional Programming Center

CIO Roundtables with
Gary Ginter, CIO, Premier Health
Ervan Rodgers, CIO, State of Ohio
Devon Valencia, CIO, CareSource
...and more!

Analytics

Full Day with 6 breakout sessions

AI: Everyone talks about but what does it really mean?

Agile Analytics framework based on a large CPG company success story

The Analytics Executive Briefing: From AI to BI to Bots

How to Monetize the Data You Already Own

Identifying the quick wins in machine learning

Meet Your New Strategist: How AI and Prescriptive Analytics Can Impact How We Make Decisions

Cloud & Collaboration

Full Day with 6 breakout sessions

Accelerating to the Cloud with Automation

A Dayton Roadmap: Fiber Expansion, Smart City and other applications for Economic Development

How to Prepare for the Future of Multi-Cloud

Is Good Enough good enough? Obtaining Governance and Operational Excellence in Azure

Journey to the Cloud - Where to start and where to end up

Microsoft Teams' Direct Routing Opens Door to UCaaS and CPaaS

Security

Full Day with 6 breakout sessions

2020 Data Breach Trends and Mitigation Controls

CMMC Process Maturity Deep Dive and Example

Defense against the Virtual Dark Arts

IOT SECURITY AND RISK - UNDERSTANDING AND COMMUNICATING THE SECURITY IMPLICATION OF THE INTERNET OF THINGS (IOT)

We've Got Your Six: Strategies for Data Protection Across Platforms

Why Cybersecurity Is Not an Arms Race

Developers

Full Day with 6 breakout sessions

Application Modernization with Google Anthos

Automate your workflow with the GitLab CICD pipeline

Building a Data Lakehouse in Azure at Kroger Scale

How Poor Usability is Costing You Money and Clients

Quick and Beautiful Apps in Angular

Robotic Process Automation - Creating a Center of Excellence around RPA for your business

www.technologyfirst.org/

International Market Access Grant for Exporters (IMAGE)

FY2021 Program Year Handbook

Table of Contents

What is IMAGE?

The International Market Access Grant for Exporters (IMAGE) program provides grant funds to eligible business to engage in eligible export promotion activities.

Companies can access up to $10,000 in 2021 grant year funds (Oct. 1, 2020 to Sept. 29, 2021) on a reimbursement basis. Activities are eligible for a 50% reimbursement, except for export training, which is 100%* reimbursable for the 2021 grant year.

IMAGE is funded in part by the U.S. Small Business Administration's (SBA) State Trade Expansion Program (STEP).

ELIGIBLE ACTIVITIES

Important Information about Grant Activities

- Activities must be approved before the activities are conducted.
- The earliest date that an activity can begin is the application approval date or Oct. 1, 2020, whichever date is later.
- All grant activities must be completed by the completion date listed in the application but no later than Sept. 29, 2021. If the activity is not completed by Sept. 29, 2021, it cannot be reimbursed. No exceptions.
- Changes to activities can be made. For more information, please reference the section "Amending the Grant."

COMPANY ELIGIBILITY

- Company operates a licensed for profit business in Ohio to manufacture, assemble, and/or distribute a product or provide an exportable service.
- Company certifies that the products to be promoted contain a majority of U.S. content. U.S. content is valued at export works price minus the aggregate value contributed by foreign suppliers, including labor and material.
- Company has identified qualifying and achievable export activities or initiatives requiring financial support and has, in effect, a strategic plan for exporting.
- Company asserts that it meets the requirements of the Table of Small Business Size Standards set forth by the SBA.
- Company has been in business for no less than one year before applying for IMAGE.
- Company attests that it shall not knowingly enter into any transactions with a person in the Excluded Parties List System.
- Company must be in good standing with all state of Ohio agencies.

GRANT CAPS

For 2021 grant year funds (Oct. 1, 2020 to Sept. 29, 2021), the following caps are in effect

Overall grant cap	$10,000
Website Development, eCommerce, Website Translation	$10,000
International Marketing (design, translation, and placement)	$6,000
Compliance Testing	$6,000
Export Training	$5,000*
Shipping	$4,000

If an activity category is not capped, the entire grant (up to $10,000) can be used for that activity.

ELIGIBLE GRANT ACTIVITIES

International Website Development

- Search Engine Optimization (SEO)
- Globalization
- Localization
- Translation

E-Commerce

- Online market listing fees
- Platform fees, including hosting and/or maintenance fees
- Expenses to set up websites to accept international payments

International Marketing

- Design of international marketing materials
- Video production costs
- Translation of international marketing materials, including audio and video
- International ad placements (online ads, magazine ads, social media, etc.)

Compliance Testing

- Testing that is required for entry into an international market CE mark
- Costs to create required compliance manuals (excluding printing costs) for International Traffic in Arms Regulation (ITAR), Export Administration Regulations (EAR), federal traderegulation, and other export regulatory compliance.*

Export Training (100% reimbursable)*

- Trainings, classes, credentials, or certifications
- Costs for materials, classes, and test fees
- Must pass the course or obtain the credential or certification to be reimbursed

Virtual Trade Shows

- Registration costs
- Promotional costs

International Trade Shows

- Booth costs
- Registration costs
- Promotional costs
- Shipping costs

Domestic Trade Shows with an International Element

- Booth costs
- Registration costs
- Promotional costs
- Shipping costs

Trade Missions/Virtual Trade Missions

- *(Note: Trade Missions are group trips organized by a government or an economic development entity. Individual trips are not considered trade missions.)*
- Registration costs
- Economy-class airfare (subject to Fly America Act: link)
- Lodging (subject to U.S. State Department per diem rates: link)
- Travel expenses are limited to two people
- Eligible days of travel are two days before the start of the event and one day after

Supported Individual Market Visit

- *(Note: Must be accompanied by a completed project from Ohio's International Market Support (IMS) Program (link) or U.S. Commercial Service's Gold Key program.*
- Supported individual market visits must be used to conduct new business. For example, grant funds cannot be used to visit an existing distributor in a foreign market but could be used to meet with a potential partner in the foreign market.
- Economy-class airfare (subject to Fly America Act)
- Lodging (subject to U.S. State Department per diem rates)
- Travel expenses are limited to two people
- Eligible days of travel are two days before the start of the event and one day after
- Other costs may be eligible but must be pre-approved. (If there are other costs that you would like to be considered, please choose the "Other" option when completing the application.

Shipping of Sample Products

U.S. Commercial Service Programs

- Discover Global Markets
- Trade Winds, Certified Trade Missions, Trade Show Representation, International Trade Fairs
- Featured U.S. Exporter and Business Service Provider Listing
- eCommerce Innovation Lab Reports

INELIGIBLE COSTS/ACTIVITIES

- If an activity or cost is not outlined above, applicants should consider those costs and/or activities to be ineligible. If you are not sure if a cost/activity is eligible or if you have an idea for a new cost/activity, email image@development.ohio.gov. Before emailing, refer to the list below for popular requests that are ineligible.
- Some examples of ineligible costs/activities:
  - » Printing costs
  - » Radio/television/virtual reality production (however, translation expenses may be eligible)
  - » Food and beverages
  - » Costs to purchase or create company promotional items (for example, pens with a company logo)
  - » Any travel within the United States (other than connecting flights to reach an international market on a pre-approved trip)
  - » Visa fees
  - » Customer discounts/coupons
  - » Anything that is considered illegal under local, state, or federal law
  - » Anything that is deemed offensive or is of a sexual nature
  - » Communications costs, including international cell phone plans, charging cables, etc.

IMAGE Key Dates	
September 2020	Round 1 applications open. Subsequent rounds may or may not be conducted depending on the availability of funds.
Oct. 1, 2020	2021 grant year begins. Grantees can commence activities on this date or on the date their applications were approved, whichever is later.
Dec. 11, 2020:	Round 1 application period closes at 3 p.m.
May 3, 2021	Grantee must email image@development.ohio.gov by this date if he or she will no longer be able to utilize all award funds. If changes occur after this date, email as soon as possible.
Sept. 29, 2021	Grant year ends. All activities must be completed by this date.
Oct. 29, 2021	All reimbursement requests must be submitted.
November 2021	Final economic impact collection will be emailed to grantees.

THE GRANT PROCESS

Application

The link to the application portal is: development.force.com. This link can also be found on the IMAGE website. Applications must be received and approved before activities can begin.

For the 2021 grant year (Oct. 1, 2020 to Sept. 29, 2021), the application will be divided into two portions. First, applicants will provide required application information except the proposed activities. Due to program changes for the 2021 year, each applicant will be contacted by phone by the IMAGE program manager (Andrew Bost) before the second portion of the application will be opened. When the second portion of the application is opened, the applicant will be able to log back into the application portal to complete the application by providing proposed grant activities.

Due Diligence Checks

Before an application is fully approved, the IMAGE program manager will ensure that the applicant:

- Does not have any Ohio tax issues
- Is in compliance with Ohio EPA
- Is registered with the Ohio Secretary of State to do business in the state of Ohio
- Has signed the debarment and self-representation forms
- Meets SBA size standards
- Is registered with Ohio Shared Services

To expedite the grant process, grants will be issued before the Ohio EPA checks are complete; however, reimbursement requests cannot be processed until the applicant clears this check. Similarly, a grant may be issued while a company registers or updates its registration with Ohio Shared Services, but the applicant cannot be reimbursed until the registration is complete and accurate.

Registering with Ohio Shared Services: The supplier registration with Ohio Shared Services is necessary to reimburse grantees as Ohio Shared Services will issue the reimbursement and will maintain the necessary banking information for clients. To register with Ohio Shared Services or to update a registration, go to this website: supplier.ohio.gov. If you have any issues, please refer to the contact link at the bottom of the website to get in touch with Ohio Shared Services staff.

Signing the Grant

A grant agreement will be emailed to the contact email provided in the application. The applicant should review for accuracy and sign on the signature page.

Email signed grant agreements to image@development.ohio.gov.

Amending the Grant

If a grantee needs to make changes to the activities that were initially approved, the grantee should email image@development.ohio.gov with the following information as soon as possible:

- The activities (if any) that the grantee will no longer be completing
- Information for the new activity, including:
    - » The name of the activity
    - » The start date of the activity
    - » The completion date of the activity
    - » The country being targeted by this activity
    - » The total cost of the activity
    - » The amount that will be requested for reimbursement
    - » A URL if applicable/available

REIMBURSEMENT REQUESTS

Grantees must submit reimbursement requests within 60 days of completing each activity but no later than Oct. 29, 2021, for activities taking place in August and September 2021. The reimbursement portal is a separate link at the bottom of this portal: development.force.com. This is the same portal that the grantee used to apply for the grant.

Grantees will not be able to submit reimbursement requests right away. The reimbursement portal will be turned on when the grantee is emailed a fully executed (countersigned) grant and all due diligence checks clear. A detailed, step-by-step guide to submitting reimbursement requests will be included in an e-mail with the fully executed (countersigned) grant.

Necessary Documentation

The following information/documentation must be included with each reimbursement request via the reimbursement portal. All reimbursement requests must include:

- Invoices
- Proof of payment. Proof of payment should be a bank/credit card statement, a wire transfer, an invoice showing a paid/zero balance (marked by vendor), or a cleared check that can be retrieved from a financial institution. A screenshot taken from accounting software is not sufficient proof of payment.

Additional documentation listed below for each category of activities:

- International Website Development/e-Commerce
    - » Documentation showing that the work was completed
- International Marketing
    - » Screenshot or picture of ad/work done
- Compliance Testing
    - » Documentation showing the work was completed/the CE mark was attained
- Export Training
    - » Documentation showing that the training was completed/passed.
- Virtual Trade Shows
    - » Screenshot showing participation
- International Trade Shows
    - » Picture of booth
- Domestic Trade Shows
    - » Picture of booth
    - » Business cards/list of international contacts made
- Trade Mission/Virtual Trade Mission
    - » Trade mission itinerary
- Supported Individual Market Visits
    - » Business cards/list of contacts made
    - » If using U.S. Commercial Service's Gold Key, a copy of the Gold Key that was done
    - » If using Ohio's International Market Support (IMS) program, additional documentation beyond invoices and proof of payment is not necessary, as this information is accessible internally.

ECONOMIC IMPACT COLLECTION

Economic impact will be gathered whenever a reimbursement request is submitted as part of the reimbursement portal. A final survey will be sent to all grantees in early November 2021. Impact collection is key to the continuation of IMAGE and is mandatory for all grantees.

In the event of a public records request, only aggregate program information, including impact, is provided.

IMAGE.DEVELOPMENT.OHIO.GOV

CO-OP & SOCIAL ENTERPRISE
INCUBATOR
2021

CO-OP DAYTON
INCUBATOR OF THE GEM CITY MARKET

CO-OP DAYTON

GEM CITY MARKET

The Cooperative & Social Enterprise Incubator supports teams of entrepreneurs to develop cooperative businesses or social enterprises.

Between January and October 2021, the teams complete market research, create a business plan, pilot their product or service, and pitch for startup funds.

📁 Saturday Workshop

Each month from January to June, a Saturday morning workshop to learn key business development skills.

👥 Wednesday Network

Each month, an optional Wednesday evening session to build relationships with your team members and other teams.

💬 Coach Sessions

Twice monthly meetings with Co-op Dayton staff and outside advisors to support progress towards your plan.

NOV & DEC:	Design & Apply
JAN:	Team Development
FEB:	Business Model Canvas
MAR:	Market Research
APR:	Financial Model
MAY:	Organization & Governance
JUN:	Minimum Viable Product (MVP)
JUL & AUG:	Test the MVP
SEP:	Pitch Deck
OCT:	Pitch Event

Cooperative

- **Worker or community owned business**
- **Real estate cooperative**
- **Cooperative loan fund**

Social Enterprise

- **Employ disadvantaged people**
- **Offer transformative products or services with measurable impacts on disadvantaged communities**

Join the Incubator!

This November, participate in our cooperative design workshops to develop your ideas, build your team, and learn more about our organization and program.

Register at co-op-design.eventbrite.com

TO APPLY:

✉ **Email Rachel.Meketon@coopdayton.org**

🌐 **Visit www.coopdayton.org/incubator2021**

CO-OP DAYTON

Co-op Dayton is a non-profit organization founded in 2015 to develop cooperatives that meet community needs: whether that's access to fresh groceries or to quality jobs.

GEM CITY MARKET

The Incubator draws on our development process for the Gem City Market and other community-based enterprises here in Dayton and across the country.

2021 Certificate Cohort Dates Released

The UD Center for Leadership is proud to offer the Dayton region high-quality professional leadership and development training. Here is an outline of the 2021 certificate programs and who the ideal candidates are for each. Now is the time to identify your high potentials and invest in their development to ensure your top talent is engaged, retained, and maximized. **Space is limited**, identify your candidates now and have them complete their applications. Click here to apply   now!

Emerging Leader Certificate - Cohorts start January 20 & August 12
This twelve-month (17 class) certificate program is **ideal for top performers and current managers ready for expanded responsibility or a senior leadership role**. This program focuses   on   such   critical   topics   as:

- Creating a Great Culture
- Coaching For Performance
- Operations Management
- Achieving Greater Outcomes

- Leading Change
- Executive Effectiveness
- Finance for Non-Financial Managers
- Strategic Management

For a complete schedule and course descriptions visit: <u>Emerging Leader Certificate</u>

Supervisory Leadership Certificate - Cohorts start January 21, March 16, May 20, August 5, & October 5
This six-month (10 class) certificate program is **ideal for new or experienced front line leaders, supervisors or individuals preparing for a leadership role**. This program focuses on such critical topics as:

- Understanding Leadership & Team Development
- Going From Peer to Supervisor
- Navigating Difficult Conversations
- Communication Skills for Leaders

- Time Management & Personal Productivity
- Coaching & Evaluating Performance
- Effective Decision Making
- Leading Change at the First Level

For a complete schedule and course descriptions visit: <u>Supervisory Leadership Certificate</u>

Women Lead. Certificate - Cohort starts March 12
This six-month (12 class) certificate program is **ideal for women who are already leading and want to take their leadership skills to the next level**. This program focuses on such critical topics as:

- Navigating Your Identity: Who You Are is How You Lead
- High-Impact Communication for Women Leaders
- Developing Your Positional and Personal Power
- Dismantling the Double Bind

- Managing Conflict and Difficult Conversations: Know Your Triggers
- Designing Your Best Life: Create Your Personal Career Map
- Leadership & Work-Life Integration: The Hustle without the Burnout
- Unleashing Your Inner Negotiator

For a complete schedule and course descriptions visit: <u>Women Lead. Certificate</u>

APPLY TO A 2021 CERTIFICATE PROGRAM

For more information on certificate programs or applying please contact April Mescher at 937-229-2446 or <u>amescher1@udayton.edu</u>.