

A Guide to Women and Minority-Owned Business Funding Opportunities

U.S. Senator Kirsten E. Gillibrand
New York



2012

**Note: This document will be updated as information becomes available.*

Table of Contents

Introduction.....	5
Federal Section I.....	6
United States Department of Agriculture	6
National Institute of Food Agriculture	6
1) Women and Minorities in Science, Technology, Engineering and Mathematics Fields Program (WAMS).....	6
Federal Section II	8
United States Department of Agriculture	8
Rural Development.....	8
1) Rural Business Opportunity Grants (RBOG).....	8
2) Rural Economic Development Loans and Grants.....	9
3) Rural Business Enterprise Grants.....	9
Federal Section III.....	11
Small Business Administration	11
1) Guarantee Bond Program	11
Federal Section IV	12
Small Business Administration	12
The Office of Women’s Business Ownership	12
Bronx Women's Business Resource Center Hunts Point Economic Development Corp.....	12
BOC Women's Business Center Business Outreach Center Network, Inc.....	12
Women's Business Center Local Development Corporation of East New York.....	12
Canisius College Women's Business Center	12
Queens Women's Business Center Queens Economic Development Corp.....	13
Women's Entrepreneurial Business Center ComLinks, Inc.....	13
WISE Center Syracuse University.....	13
Women's Business Center of New York State The Business Training Institute, Inc.	13

Women's Enterprise Development Center, Inc.....13

Federal Section V..... 14

The National Women’s Business Council 14

1) Resources.....14

Federal Section VI 15

National Aeronautics and Space Administration (NASA)..... 15

1) Mentor-Protégé Program15

Federal Section VII..... 16

United States Department of Veterans Affairs 16

Office of Small and Disadvantaged Business Utilization 16

1) Mentor – Protégé Program16

State Section I 17

Empire State Development 17

1) Minority and Women Business Enterprise in New York State Certification.....17

2) Minority and Women-Owned Business Enterprises (MWBE) Development & Lending Program.....18

3) Procurement Assistance Program.....18

Additional Information:..... 18

4) Minority and Women Revolving Loan Trust Program.....18

5) New York State Surety Bond Assistance Program.....19

6) Community Development Financial Institution Assistance Program (CDFI).....20

State Section II 21

New York State Agencies Mentor Protégé Programs..... 21

1) Metro Transit Authority21

2) The Port Authority of New York & New Jersey.....21

3) Dormitory Authority of the State of New York.....21

State Section III..... 22

New York State Business Development Corporation..... 22

Minority and Women Owned Business Sector 22

Small Business Agency List 23

Provided by the Small Business Administration..... 23

Women and Minority-Owned Research Sources 26

Provided by the Small Business Administration..... 26

1) Women-Owned 26

2) Minority-Owned 26

Business Certifications 27

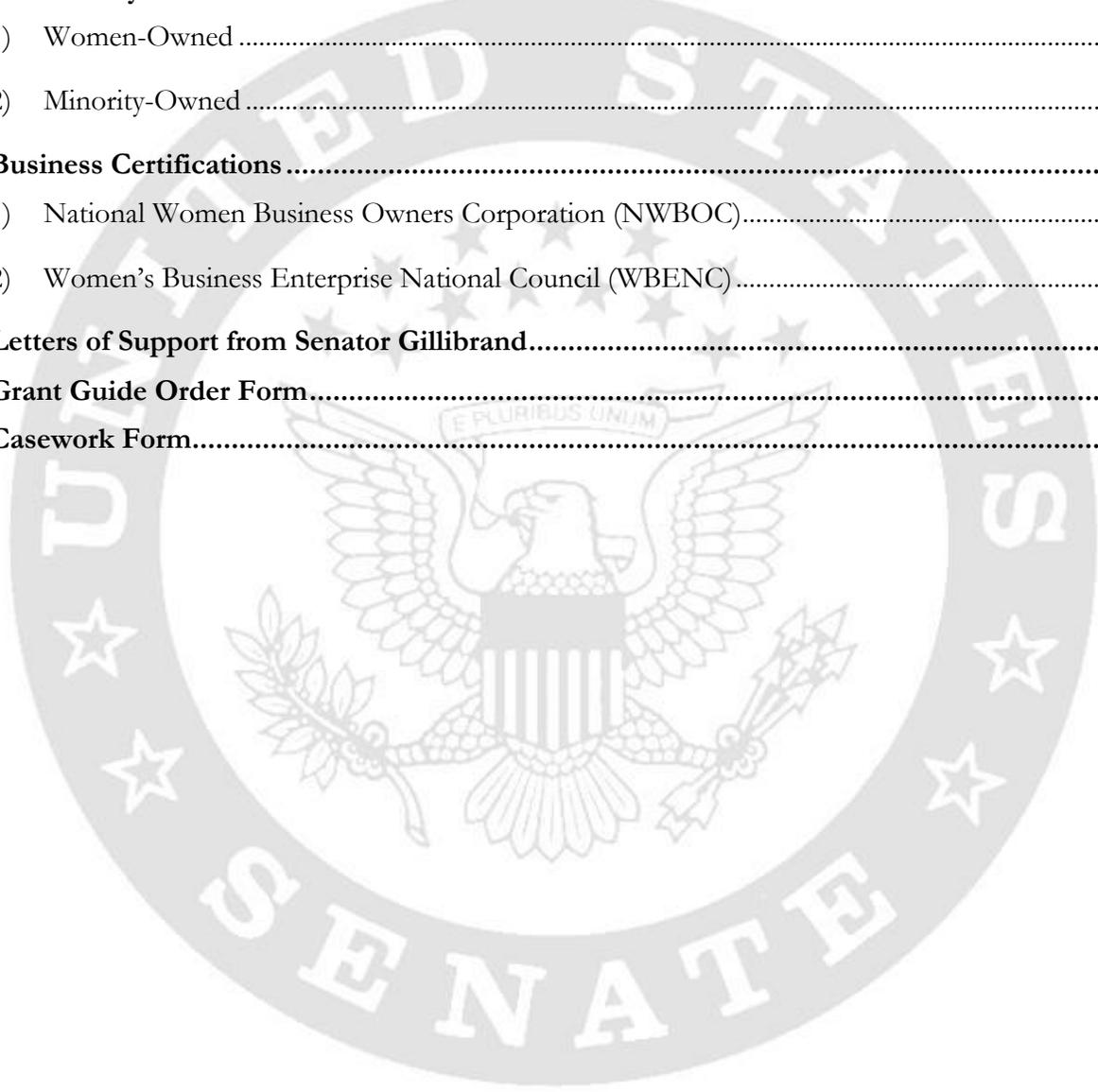
1) National Women Business Owners Corporation (NWBOC)..... 27

2) Women’s Business Enterprise National Council (WBENC) 27

Letters of Support from Senator Gillibrand..... 28

Grant Guide Order Form..... 30

Casework Form..... 31



Introduction

Dear Fellow New Yorker,

America's economic recovery will, in part, rest on our ability to unlock the economic potential of women and minority entrepreneurs. If we can promote the talent of women and minority business leaders and foster the success of a new generation of entrepreneurs, then America's economy will be stronger than ever. Today, there are nearly 20 million women and minority-owned businesses in the United States. During these difficult economic times, the costs of doing business can sometimes become a tremendous burden for our entrepreneurs and small business owners, particularly for women and minority owners that continue to face unfair disadvantages. To help with these costs, agencies throughout the federal and New York State governments are utilizing programs to offer loans, grants, tax incentives and other types of assistance to startup, growing, and established women and minority-owned businesses to allow for success and expansion of their enterprises.

Finding the resources that meet your needs in the complex web of agencies can be an impossible task. For this reason, I have created this guidebook to serve as a starting point in providing information about what resources are available to individuals, businesses, community organizations and local governments. The information in this guidebook details energy program grants, loans, and tax credits. Its contents are by no means comprehensive, and as new programs and opportunities emerge, its contents will be updated to provide New Yorkers with the most up-to-date information possible.

My Senate website (www.Gillibrand.senate.gov) is continually updated with critical information about various funding opportunities that are available to you, how to access them, and where to apply. You can also request hard copies of this guidebook, and other thematic funding guidebooks, by filling out the guidebook order form at the end of this guidebook and mailing it back to my New York City office or by emailing an electronic copy to grants@gillibrand.senate.gov. Furthermore, if you need assistance from a federal agency or with an immigration case, please refer to the casework form at the end of the GOAL or visit <http://gillibrand.senate.gov/services/casework/form/>. As you move forward with any grant opportunities, please contact Andrew Usyk, my Grants Director, for letters of support, when applicable. You can reach him in my Washington, D.C. Office at Grants@Gillibrand.Senate.gov, or (202)-224-4451.

Sincerely,



Kirsten E. Gillibrand
United States Senator

Federal Section I

United States Department of Agriculture

National Institute of Food Agriculture

The National Institute of Food and Agriculture (NIFA) is an agency within the U.S. Department of Agriculture (USDA). Congress created NIFA through the Food, Conservation, and Energy Act of 2008.

The USDA-Research, Education and Economics agencies provide federal leadership in creating and disseminating knowledge spanning the biological, physical, and social sciences related to agricultural research, economic analysis, statistics, extension, and higher education.

1) Women and Minorities in Science, Technology, Engineering and Mathematics Fields Program (WAMS)

- The Women and Minorities in Science, Technology, Engineering and Mathematics Fields Program (WAMS) has been created to increase promotion of a safe, sufficient, and nutritious food supply for all Americans and for people around the world; sustainable agricultural policies that foster economic viability for small and mid-sized farms and rural businesses, protect natural resources, and promote value-added agriculture.

Additional Information:

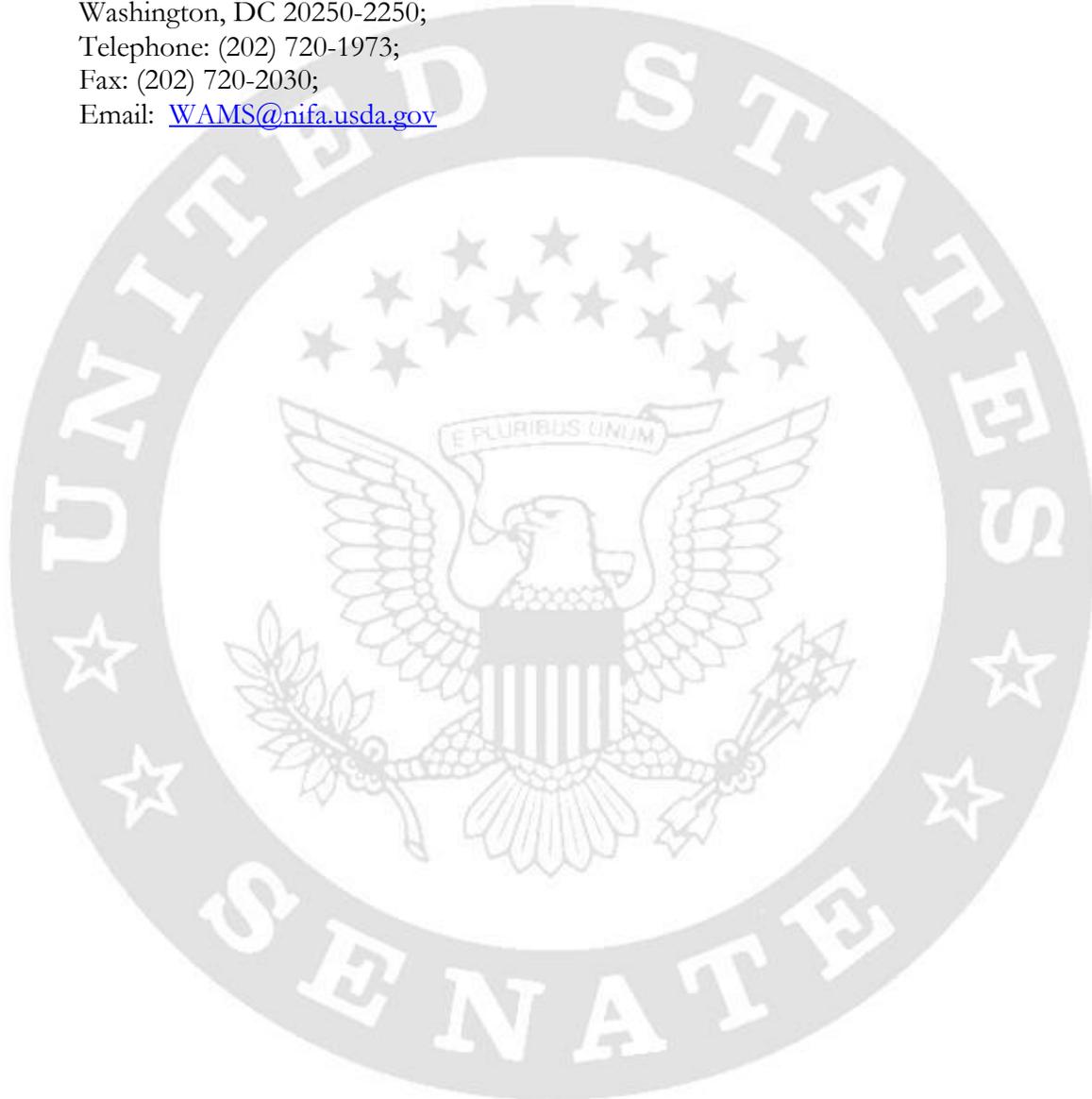
- The purpose of this program is to increase America's competitiveness by expanding participation in new economic enterprises through the increased involvement of women and other groups underrepresented in Science, Technology, Engineering and Mathematics (STEM) fields.
- The WAMS program provides an opportunity to give attention to producing future innovations and innovators in STEM fields integral to food and agricultural systems.

Eligibility:

- Eligible applicants include State agricultural experiment stations, colleges and universities, university research foundations, other research institutions and organizations, Federal agencies, national laboratories, private organizations or corporations, and individual applicants.
- There are no limitations on the number of applications that may be submitted by an eligible institution.

Contact Information:

- Audrey A. Trotman, PhD;
National Education Program Leader;
Science and Education Resources Development;
STOP 2250;
1400 Independence Avenue, SW
Washington, DC 20250-2250;
Telephone: (202) 720-1973;
Fax: (202) 720-2030;
Email: WAMS@nifa.usda.gov



Federal Section II

United States Department of Agriculture

Rural Development

USDA Rural Development is committed to helping improve the economy and quality of life in America. Through their programs, Rural Development touches upon each aspect of rural America in a precise and organized manner.

The financial programs support such essential public facilities and services as water and sewer systems, housing, health clinics, emergency service facilities and electric and telephone. Rural Development has continuously promoted economic development by supporting loans to businesses through banks, credit unions and community-managed lending pools. They offer technical assistance and information to help agricultural producers and cooperatives get started and improve the effectiveness of their operations. Additionally, they have provided technical assistance to help communities undertake empowerment programs.

1) **Rural Business Opportunity Grants (RBOG)**

- The RBOG program promotes sustainable economic development in rural communities with exceptional needs through the provision of training and technical assistance for business development, entrepreneurs, and economic development officials and to assist with economic development planning.

Additional Information:

- Certain communities are given high funding priority including those suffering from natural disaster, fundamental economic structural change, persistent poverty, long-term population decline or job deterioration.

Eligibility:

- Rural Indian tribes, rural public bodies, rural nonprofit corporations, and cooperatives with primarily rural members that conduct activities for the mutual benefit of the membership are eligible provided they have sufficient financial strength and expertise to carry out the activity to be funded.
- Any area except a city or town with a population of greater than 50,000 and the urbanized area contiguous and adjacent to such a city or town.

Contact Information:

- USDA Rural Development State Office
441 South Salina St, Suite 357
Syracuse, NY 13202
Telephone: (315) 447-6400
- http://www.rurdev.usda.gov/BCP_RBOG.html

2) **Rural Economic Development Loans and Grants**

- This program offers zero-interest loans for RUS borrowers. These borrowers then re-lend the funds at zero interest to rural businesses. In order to support economic development in rural areas, a loan fund program is established by grants. This fund provides assets to nonprofit organizations and public organizations to finance community facilities in rural areas. This promotes job creation, education and training to enhance marketable skills or improve medical care.

Additional Information:

- Funds are provided from the interest differential on Rural Utilities Service borrowers' cushion of credit accounts. The cushion of credit account was established under Section 313 of the Rural Electrification Act (REA). Under this program, RUS borrowers may make voluntary payments into a specific account. A borrower's cushion of credit account balance collects interest to the borrower at an annual rate of 5%. The amounts in the cushion of credit account (deposits and earned interest) can only be used to make scheduled payments on loans made or guaranteed under REA.

Eligibility:

- Loans are made to electric and telephone utilities that have current loans with the Rural Utilities Service (RUS) or Rural Telephone Bank loans. It can also consist of guarantees that are not delinquent on any federal debt or in bankruptcy proceedings.
- Economic development projects benefitting rural areas are eligible for this program. Funding may be used for feasibility studies, start-up costs, and incubator project

Contact Information:

- Carolyn Parker
Director, Business and Industry Division
(202) 690-4103
http://www.rurdev.usda.gov/BCP_redlg.html
- New York Contact: Jill Harvey
Acting Director
(315) 477-6400
Fax: (315) 477-6438
<http://www.rurdev.usda.gov/NYHome.html>

3) **Rural Business Enterprise Grants**

- The goal of these grants are to encourage the development of small and emerging business enterprises and to create and expand rural distance learning networks, and to provide educational instruction or job training related to potential employment for adult students.

Additional Information:

- These grants are available to qualified nonprofit organizations for technical assistance and training to rural communities for improving passenger transportation services or facilities.

Eligibility:

- This grant program gives priority to rural areas having a population of 25,000 or less. It is preferred that these grants are used on projects in communities with large proportion of low-income residents and/or high unemployment.

Contact Information:

- Carolyn Parker
Director, Business and Industry Division
(202) 690-4103
http://www.rurdev.usda.gov/BCP_rbeg.html
- New York Contact: Jill Harvey
Acting Director
(315) 477-6400
Fax: (315) 477-6438
<http://www.rurdev.usda.gov/NYHome.html>

Federal Section III

Small Business Administration

The U.S. Small Business Administration (SBA) was created in 1953 as an independent agency of the federal government to aid, counsel, assist and protect the interests of small business concerns, to preserve free competitive enterprise and to maintain and strengthen the overall economy of our nation

The SBA helps Americans start, build and grow businesses. Through an extensive network of field offices and partnerships with public and private organizations, SBA delivers its services to people throughout the United States, Puerto Rico, the U. S. Virgin Islands and Guam.

1) Guarantee Bond Program

The U.S. Small Business Administration's (SBA) Surety Bond Guarantee (SBG) program can guarantee bid, performance and payment bonds for individual contracts of \$5 million or less.

Additional Information:

- There is no limit to the number of bonds that can be guaranteed for any one contractor. SBA's guarantee gives sureties an incentive to provide bonding for eligible contractors, and thereby provides greater access to contracting opportunities.
- A surety guarantee, an agreement between a surety and the SBA, provides that SBA will assume a predetermined percentage of loss in the event the contractor should breach the terms of the contract.

Eligibility:

- Small and emerging contractors who cannot obtain surety bonds through regular commercial channels.
- The contractor's business must be independently owned and operated and qualify as a small business under federal regulations.

Contact Information:

- For more information on the SBA programs, please visit SBA's Web site at www.sba.gov/OSG/ or call (202) 205-6540.

Federal Section IV

Small Business Administration

The Office of Women's Business Ownership

Within the Small Business Administration is the Office of Women's Business Ownership (OWBO), which exists to establish and oversee a network of Women's Business Centers (WBCs) throughout the United States and its territories. Through the management and technical assistance provided by the WBCs, entrepreneurs, especially women who are economically or socially disadvantaged, are offered comprehensive training and counseling on a vast array of topics in many languages to help them start and grow their own businesses.

Below please find a list of Women's Business Centers in New York State that was compiled by the OWBO:

Bronx Women's Business Resource Center Hunts Point Economic Development Corp.

355 Food Center Drive Suite C-104,
Bronx, New York 10474
Director: Marcia Cameron
Phone: 718-842-1717 ext 225
Email: mcameron@hpdec.org
Website: www.hpwbrc.org

BOC Women's Business Center Business Outreach Center Network, Inc.

85 South Oxford Street, 2nd Floor
Brooklyn, NY 11217
Director: Liliana Blanco
Phone: 718-624-9115
Email: lblanco@bocnet.org
Website:
http://www.bocnet.org/boc/boc_services_womens_business_ctr.asp

Women's Business Center Local Development Corporation of East New York

80 Jamaica Avenue, 3rd Fl
Brooklyn, NY 11207
Director: Elisa Balabram
Phone: 718-385-6700
Email: elisab@ldcenyc.org
Website:
<http://www.ldcenyc.org/ldcenyc/women.htm>

Canisius College Women's Business Center

2365 Main Street
Buffalo, NY 14214
Director: Melinda Sanderson
Phone: 716-888-8280
Email: sandersm@canisius.edu
Website: www.canisius.edu/wbc

**Queens Women's Business Center
Queens Economic Development Corp.**

120-55 Queens Blvd., Suite 309

Kew Gardens, NY 11424

Director: Johanna Maynard

Phone: 718-263-0546

Email: jmaynard@queensny.org

Website: www.queensny.org

**Women's Entrepreneurial Business
Center ComLinks, Inc.**

343 West Main Street

Malone, NY 12953

Director: Nick Curtis

Phone: 518- 483-1261

Email: Nicholas.curtis@comlinkscas.org

Website: www.comlinkscas.org

WISE Center Syracuse University

2610 South Salina Street

Syracuse, NY 13205

Director: Joanne Lenweaver

Phone: 315-443-8634

Email: jmlenwea@syr.edu

Website: www.wisecenter.org

**Women's Business Center of New York
State The Business Training Institute,
Inc.**

200 Genesee Street

Utica, NY 13502

Director: Donna Rebisz

Phone: 315-733-9848

Email: nywbc@aol.com

Website: www.nywbc.org

**Women's Enterprise Development Center,
Inc.**

1133 Westchester Avenue, Suite N220

White Plains, NY 10604

Director: Joy Rosenzweig

Phone: 914-948-6098

Email: jrosenzweig@westchester.org

Website: www.wedc.westchester.org

Federal Section V

The National Women's Business Council

The National Women's Business Council (NWBC) was established as part of the Women's Ownership Act of 1988 (also known as House Resolution 5050) as an advisory body of women business owners. NWBC was asked to identify the barriers to success for women-owned businesses and report annually to the President and Congress on its findings.

The National Women's Business Council's main role is to offer policy recommendations, and therefore does not provide technical training or counseling to women entrepreneurs. However, the Council realizes that training is an essential component to starting and growing a business at every level. The following government and non-profit groups offer training and technical assistance for every aspect of business ownership, from guidance in tax matters, to help bidding for government contracts and advice on providing employee benefits. Many of these organizations maintain local and state chapters to serve small business owners in their communities.

1) Resources

- The NWBC organizes the following resources categories on their website:
 - Counseling and Training
 - Women's Business Centers
 - Small Business Development Centers
 - SCORE – Counselors to America's Small Businesses
 - The Small Business Training Network
 - Local Training Resources
 - Government Resources
- These resources are continuously being updates through the National Women's Business Council's website: <http://www.nwbc.gov/index.html>

Contact Information:

- National Women's Business Council
409 Third Street, SW, Suite 210
Washington, DC 20024
Telephone: (202) 205-3850
Fax: (202) 205-6825
Email: info@nwbc.gov

Federal Section VI

National Aeronautics and Space Administration (NASA)

The vision of the Office of Small Business Programs at NASA Headquarters is to promote and integrate all small businesses into the competitive base of contractors that pioneer the future of space exploration, scientific discovery, and aeronautics research.

NASA has committed itself to provide small businesses maximum practicable opportunities to participate in NASA prime contracts and subcontracts. Moreover, NASA will work to develop small businesses in high tech areas that include technology transfer and commercialization of technology.

1) Mentor-Protégé Program

The NASA Mentor-Protégé Program is value-focused and is aligned with NASA's current and future strategy and mission. The Center-focused Program enhances the technical and business capabilities of eligible Protégés to perform as prime contractors, subcontractors and suppliers under contracts. Long-term business relationships are formed, while providing clear guidance through documented processes and procedures.

Additional Information:

- A Protégé may not participate in the NASA Mentor-Protégé Program more than twice.
- Mentors are entities that have an active and approved subcontracting plan negotiated with NASA, and that are eligible for the award of federal contracts. Each mentor chooses their own protégé.

Eligibility:

- To be an eligible protégé one must be a Small Disadvantaged Business (SDB), Woman-Owned Small Business (WOSB), Historically Black College or University (HBCU), Minority Institution (MI), Veteran-Owned Small Business (VOSB), Service-Disabled Veteran-Owned Small Business (SDVOSB), Historically Underutilized Business Zone (HUBZone) Concern, or a NASA Small Business Innovation Research (SBIR) Phase II Company.

Contact Information:

- **NASA Headquarters**
Attn: Mentor-Protégé Program Manager
Phone: 202-358-2088
Fax: 202-358-3261
smallbusiness@nasa.gov

Federal Section VII

United States Department of Veterans Affairs

Office of Small and Disadvantaged Business Utilization

The Office of Small and Disadvantaged Business Utilization (OSDBU) serves as the Department of Veterans Affairs (VA) advocate for assisting and supporting the interests of small businesses. A related mission of this office is to provide outreach and liaison support to businesses (large and small) and other members of the private sector concerning acquisition related issues. In addition, the office is responsible for monitoring VA implementation and execution of the socioeconomic procurement programs.

1) Mentor – Protégé Program

- The VA Mentor-Protégé Program is designed to assist service-disabled veteran-owned small businesses (SDVOSBs) and veteran-owned small businesses (VOSBs) in enhancing their capabilities to perform contracts and subcontracts for VA. The program is also designed to improve the performance of VA contractors and subcontractors by providing developmental assistance to protégé entities, fostering the establishment of long-term business relationships between SDVOSBs, VOSBs and prime contractors, and increasing the overall number of SDVOSBs and VOSBs that receive VA contract and subcontract awards.

Additional Information:

- Protégés may participate in the program in pursuit of a prime contractor as subcontractors under the mentor's prime contract with the VA, but are not required to be a subcontractor to a VA prime contractor or be a VA prime contractor.

Eligibility:

- Eligible business entities approved as mentors may enter into agreements with eligible protégés.
- Mentors provide appropriate developmental assistance to enhance the capabilities of protégés to perform as contractors and/or subcontractors. Eligible small business entities capable of providing developmental assistance may be approved as mentors.

Contact Information:

- Mr. David Canada
Email: david.canada@va.gov
- I encourage you to also to utilize the VA's website to stay informed of contracting and conference opportunities:
<http://www4.va.gov/osdbu/>
- <http://www.va.gov/osdbu/docs/mppAgreementTemplate.pdf>

State Section I

Empire State Development

Empire State Development (ESD) is committed to the economic prosperity of New York; whether it's paving the way for new companies to operate old manufacturing facilities, investing in nanotech research and development or developing older city centers to support livable communities. They work to ensure that New York State's investments create one of the most efficient, productive and competitive economic development climates in the country.

With a longstanding tradition of innovation and entrepreneurship, Empire State Development capitalizes on the economy to create and retain jobs and attract business to New York State. With the funding opportunities below, they provide women and minority-owned businesses with the necessary support to thrive in the economy.

1) Minority and Women Business Enterprise in New York State Certification

- The minority and women-owned business program is designed to assist the growth and development of businesses owned and controlled by women and minority groups. An important activity of the program is to increase the participation of those businesses in the procurement activities of New York State.

Additional Information:

- New York State Certification affords your business the opportunity to be listed in a statewide Directory of Certified Minority and Women-Owned Business Enterprises (MWBE) used by state agencies and contractors.
- The Governor's Office of Minority and Women's Business Development was created by Article 15-A of the Executive Law in July of 1988. This legislation provides a statutorily based program for better integrating MWBEs into the state's procurement activities.
- The directory is used by all state agencies and authorities as the primary source for identifying MWBEs for participation in State procurement. It is also used by most of the state's prime contractors and many corporations.

Eligibility:

- An on-going independent business owned, operated and controlled by minority group members and/or women is eligible.

Contact Information:

- Albany Telephone: (518) 292-5250
New York City Telephone: (212) 803-2414

2) **Minority and Women-Owned Business Enterprises (MWBE) Development & Lending Program**

- The Minority and Women-Owned Business Enterprises (MWBE) Development and Lending Program provides financial assistance in the State, as well as to projects and programs that assist the development of entrepreneurship among minority groups and women in New York State.

Eligibility:

- Eligible recipients include certified minority and/or women-owned business enterprises, banking organizations, technical assistance providers, incubator sponsors, municipalities, authorities, agencies, and administering corporations.
- The funding can be used for linked deposits, minority and women revolving loan trust funds, contractor development assistance, business development loans, franchise loans, and incubator assistance

3) **Procurement Assistance Program**

- The program has been designed to help New York State small businesses identify contracting opportunities with state government agencies, and find the resources needed to compete in this marketplace. Procurement is especially important to women and minority-owned businesses considering the opportunity for partnerships that it offers.

Additional Information:

- The program offers procurement workshops, including federal, state, and local government contracting information, as well as identifies the agencies that might purchase a company's products or services.
- It will also assist in learning how to be placed on bidders' lists.

Eligibility:

- Any individual or business may view the New York State Contract Reporter. Additionally, other services available to New York State firms or New York State branches of foreign firms are eligible.

Contact Information:

- ESD Small Business Division
Telephone: (518) 292-5266

4) **Minority and Women Revolving Loan Trust Program**

- The Minority and Women Revolving Loan Trust Fund Program was created by the State of New York in 1995 and is administered through ESD for the purpose of making low-cost financial assistance available to minority and women-owned businesses that are unable to

access traditional financial services. ESD's goal is to help start-up these businesses to grow and flourish in today's economy.

Additional Information:

- ESD has capitalized loan pools totaling more than \$3.5 million for 12 community-based economic development organizations located throughout the State. These organizations administer the Revolving Loan Trust Program at the local level and provide working capital loans.
- The organizations provide related technical assistance services to businesses to help them survive and grow. These services include assistance with completion of loan applications, business plan development, mentorship and peer group programs, and available Credit Union services.

Eligibility:

- Minority and/or women-owned business enterprises

Contact Information:

- Please contact the nearest organization listed on the following website:
<http://www.esd.ny.gov/BusinessPrograms/Data/MWBE/MWBERevolvingLoan-ContactOrganizations.pdf>

5) New York State Surety Bond Assistance Program

- The New York State Surety Bond Assistance Program provides surety bond credit support and technical assistance to small businesses and minority and women-owned business enterprises in New York State. The program provides contracting opportunities for small firms which could lead to increased financial security, job creation, and business revenue growth.

Additional Information:

- The program provides credit support in the form of Irrevocable Letters of Credit (ILOCs) for up to 30% of the total contract amount, and is available to both prime and sub-contractors. ILOCs are essentially guarantees provided by the State to the surety company on behalf of the contractor.

Eligibility:

- NYS small business or minority and women-owned business enterprises

Contact Information:

- Ms. Huey-Min Chuang
Senior Director of Business & Economic Development
(212) 803-3238
BAP@esd.ny.gov
<http://esd.ny.gov/BusinessPrograms/BondingAssistance.html>

6) **Community Development Financial Institution Assistance Program (CDFI)**

- Community Development Financial Institutions (“CDFI”) provide micro-loans to businesses who often do not qualify for bank loans, as well as one-on-one counseling and business development assistance to facilitate credit-readiness. Every year these CDFI’s help thousands of minority and women-owned business enterprises survive and flourish in New York State.

Additional Information:

- Since 1997 ESD has awarded \$13,416,193 in grants to federally-certified CDFIs to assist in their efforts to develop minority and women-owned business enterprises.

Eligibility:

- Minority and women business entrepreneurs are eligible to apply for micro-loans.

Contact Information:

- A list of Small Business Lending contacts for ESD’s current CDFI grantees can be found at: <http://www.esd.ny.gov/businessprograms/cdfi.html>

State Section II

New York State Agencies Mentor Protégé Programs

1) Metro Transit Authority

- The MTA seeks to increase, facilitate and encourage the participation of small businesses, including Minority, Women-Owned and Disadvantaged Business Enterprises (M/W/DBEs) by providing a supportive framework for eligible firms to develop and grow within the construction industry and to establish stable, long-term business relationships with the MTA.

Contact Information:

- For more information, please visit www.mta.info/mta/sbmp/index.html

2) The Port Authority of New York & New Jersey

- The objective of The Port Authority of New York and New Jersey's Mentor-Protégé Program is to increase the number of Port Authority-certified Minority and Woman-Owned Business Enterprises (M/WBEs) capable of bidding successfully on larger construction contracts with the Port Authority and other public and private organizations.
- The program seeks to improve the protégés' management, organization and construction skills by teaching them new strategic tools to speed the growth of their businesses.

Contact Information:

- For more information, please visit: <http://www.panynj.gov/business-opportunities/sd-mentor-protege-program.html>

3) Dormitory Authority of the State of New York

- The Opportunity Program Group has a contract with two technical assistance consultants. These consultants assist the Authority with its outreach activities and provide management and technical assistance to minority, women, and small business enterprises and contractors at no charge to the service recipients.

Contact Information:

- For more information, please visit: <http://www.dasny.org/construc/mwsbeopp/tech.php>

State Section III

New York State Business Development Corporation

Minority and Women Owned Business Sector

The New York State Business Development Corporation is committed to providing women and minorities access to business financing. Through their outreach programs, the Corporation participates regularly in business seminars and conferences for minority and women-owned businesses. Their staff members reach out to women organizations and minority communities on a daily basis.

If you are a minority or women-owned business and are seeking a loan, I encourage you to contact the New York State Business Development Corporation. They are confident that women and minority-owned business can obtain financing. Below, I have listed each branch of the Corporation to allow you to determine which is the closest to your business.

Contact Information:

Corporate Office

50 Beaver Street, Suite 600
Albany, NY 12207
518-463-2268
Fax - 518-463-0240

New York City Office

5 Hanover Square, Suite 1003
New York, NY 10004
212-785-5642
Fax - 212-785-5987

Long Island Office

534 Broadhollow Road, Suite 430
Melville, NY 11747
516-845-2700
Fax - 516-845-2705

Buffalo Office

300 International Blvd., Suite 126
Williamsville, NY 14221
716-626-3423
Fax - 716-626-3001

Rochester Office

70 Linden Oaks, 3rd Floor
Rochester, NY 14625
585-662-4150
Fax - 585-662-4151

Syracuse Office

290 Elwood Davis Road
Executive Office Suite 20
Liverpool, NY 13088
315-453-8195
Fax - 315-453-8197

Watertown Office

215 Washington Street,
Suite 102 Watertown, NY
13601
315-755-2700
Fax - 518-694-8551

Small Business Agency List

Provided by the Small Business Administration

Below is a comprehensive list of places to look for opportunities for women and minority-owned businesses.

business.gov

Business Advisor

Gateway to the Field Government

Official Site for Federal Government Resources for Women

<http://www.sba.gov>

Small Business Administration with local state resources

<http://www.sba.gov/oit>

Office of International Trade (OIT) To Assist Small Business Exporters

www.ccr.gov

Central Contractor Registration

<http://www.fedworld.gov>

FedWorld - A Comprehensive Indexing of Government Resources on the Internet

<http://www.bpn.gov>

Procurement Registration Website

<http://www.stat-usa.gov>

Stat-USA Integrates Different Federal Data Sources in to One Site

www.ccr.gov

& Click on Dynamic Small Business Search Button for Dynamic Small Business Search

<http://www.acq.osd.mil/osbp>

DOD – Office of Small Business Programs

www.osc.doc.gov/osdbu

Office of Small & Disadvantaged Business Utilization

www.usps.com/purchasing

Selling to the US Postal Service

Major Federal Executive Procurement Agencies

www.gsa.gov

Doing Business with GSA

www.onlinewbc.gov

Small Business Administration's Online Women's Business Center Internet Site

<https://www.fpds.gov>

Federal Procurement Data System-Next Generation

www.sba.gov/services/financialassistance/index.html

SBA Financial Assistance Programs

www.dau.mil

Defense Acquisition University

<http://www.acq.osd.mil/dpap/>

Defense Procurement Home Page, DFAR/FAR

www.womenbiz.gov

Gateway for Women-Owned Businesses Selling to the Federal Government

www.acqnet.gov

Federal Acquisition Virtual library

<http://www.women-21.gov>

<http://www.safaq.hq.af.mil/>

Business Opportunities with Air Force Major Commands

<http://www.nasa.gov>
NASA Web Site

<http://osbp.nasa.gov>
Office of Small & Disadvantaged Business Utilization
Procurement Information at NASA

<http://www.pr.doe.gov/>
Doing Business with Department of Energy

<http://www.epa.gov/oam/>
Doing Business with the Environmental Protection Agency

<http://www.epa.gov/oam/ptod/index.htm>
EPA Acquisition Policy Information

<http://www.va.gov/osdbu/>
VA Office of Small & Disadvantaged Business Utilization

www.ustreas.gov/offices/management/dcfo/procurement
US Treasury - Office of Procurement

<http://www.faa.gov>
Doing Business with the Federal Aviation Administration

www.firstgov.gov
The Official Government Gateway

www.ndia.org
National Defense Industrial Association
Small Business Resource Center

<http://www.sadbu.cecom.army.mil/sadbu>
Army Business Opportunities

<http://www.sellingtoarmy.info/>
US Army Office of Small & Disadvantaged Business Utilization

<http://www.thecre.com/fedlaw/default.htm>
Fed Law – Federal Legal Research

www.dodbusopps.com
Procurement Opportunities of more than 750 Buying Activities Worldwide

<http://www.nwbc.gov>
National Women's Business Council

<http://www.sba.gov/services/training/index.html>
Small Business Classroom

www.ogc.doc.gov/
Legal Research/Government Contracts

<https://epic.od.nih.gov/index.asp>
Site for business to NIH

<https://epic.od.nih.gov/naics/index.asp>
NAICS Search Site

www.div2000.com
Diversity Business Website - Site for Women & Minority Owned Business & Fortune 1000 Business

www.hq.navy.mil/sadbu/
U.S. Dept. of the Navy
SADBU Resources

www.BusinessLaw.gov
Legal & Regulatory Information
For America's Small Businesses

www.fbo.gov
FedBizOpps - Federal Business Opportunities

<http://web.sba.gov/subnet>
Solicitation Search/Subcontracting
Opportunities

www.dhs.gov
Department of Homeland Security

<http://www.dhs.gov/xopnbiz>
DHS- Open for Business
Contracting Opportunities, Procurement
Assistance
& Acquisition Policies & Regulations

www.aafes.com
Army and Air Force Exchange Service (Aafes)

www.sba.gov/training
SBA Training Site for Small Businesses

www.osdbu.gov
Federal OSDBU Directors Interagency
Council

www.AssessYourInternationalRisk.org (Site is
under construction)
International Marketplace Information

[http://www.sba.gov/aboutsba/sbaprograms/
gcbd/GC_PCRD1.html](http://www.sba.gov/aboutsba/sbaprograms/gcbd/GC_PCRD1.html)
Procurement Center Representative Directory

www.sba.gov/GC/indexcontacts.html
SBA – Government Contracting
Subcontracting Opportunities Directory

<http://www.wifcon.com/>
Where in Federal Contracting
Procurement Information/Federal
Contracting Issues

[http://www.sba.gov/aboutsba/sbaprograms/
gc/programs/gc_service_disabled.html](http://www.sba.gov/aboutsba/sbaprograms/gc/programs/gc_service_disabled.html)
Service-Disabled Veteran Owned SB
Contracting Program

www.sba.gov/osg
Surety Bond Program
Darryl Bellamy, Surety Bond Specialist
(303) 844-2607, ext. 261

www.acquisition.gov
Acquisition Central -
Integrated Acquisition Environment

www.logtool.net
Military Log Tool

[http://www.selltoairforce.org/Opportunities
/lrae.aspx](http://www.selltoairforce.org/Opportunities/lrae.aspx)

Long Range Acquisition Estimate (LRAE)
Procurement Forecast

www.grants.gov
Government Grants

<http://www.sba.gov/ma/surety.html>
List of Surety Companies in Massachusetts

<http://www.sba.gov/women>
My Biz for Women On-Line Tool for
Business Start-Up

<http://www.regulations.gov>
Your Voice in Federal Decision Making

www.USASpending.gov
Information on Government Spending

[http://www.sba.gov/localresources/district/
nj/NJ_8A_STAFF.html](http://www.sba.gov/localresources/district/nj/NJ_8A_STAFF.html)
NJ District Office-8(a) Staff Directory

Women and Minority-Owned Research Sources **Provided by the Small Business Administration**

The supplied links will enable women and minority-owned businesses to take advantage of the timeless research that covers entrepreneurship, worker participation, financing, and the overall growth rates of these businesses.

1) Women-Owned

The archive of research articles has been compiled by research beginning in 1993. With a mixture of research studies, summaries, and reports, I am confident that each of you will find this source useful.

Supplied Website

<http://www.sba.gov/advo/research/women.html>

2) Minority-Owned

The archive of research articles spans over the course of 17 years beginning in 1993. I am confident this resource can provide you with a great source of information and comparison.

Supplied Website:

<http://www.sba.gov/advo/research/minority.html>

Business Certifications

1) National Women Business Owners Corporation (NWBOC)

- NWBOC provides national certification for woman owned businesses. Approved by the U.S. Small Business Administration, the certification provided, called “Women Business Enterprise” (WBE) ensures that a private, for-profit company is truly owned and controlled by a woman or women.

Additional Information:

- Obtaining certification is an important business development strategy for two primary reasons:
 - Purchasing agents have confidence that the business they are doing business with, is in fact woman-owned
 - Publicly and privately held corporations also track and have programs for doing business with women-owned companies, certification verifies this

Contact Information:

- For more information, and how to apply, please visit: www.nwboc.org

2) Women’s Business Enterprise National Council (WBENC)

- The Women's Business Enterprise National Council (WBENC), founded in 1997, is the largest third-party certifier of businesses owned controlled, and operated by women in the United States.
- WBENC provides and manages the development, enforcement and implementation of its gold standard of certification, which is nationally accepted by thousands of major corporations and a select group of government entities. WBENC certification is a rigorous, multi-faceted business application and review process that is conducted by a trained Certification Review Committee to ensure that women owned businesses applying for certification are 51 percent owned, operated, and controlled by a woman or group of women.

Contact Information:

- For more information, and how to apply, please visit: www.wbenc.org

Letters of Support from Senator Gillibrand

While Senator Gillibrand does NOT decide which organizations are awarded grants or other federal funding, there are instances in which it is appropriate for the Senator to write a letter of support for an application. If you wish to request a letter of support for your application, you must supply Senator Gillibrand with the following:

1. A description of your organization,
2. Summary of the application,
3. a description of what the money will be used for, and
4. a draft letter of support

Please forward this information by email to grants@gillibrand.senate.gov or by mail to the nearest regional office:

Capitol District

Senator Kirsten E. Gillibrand
Leo W. O'Brien Federal Office Building
1 Clinton Square
Room 821
Albany, NY 12207
Tel: (518) 431-0120
Fax: (518) 431-0128

Buffalo/Western New York

Senator Kirsten E. Gillibrand
Larkin at Exchange
726 Exchange Street, Suite 511
Buffalo, NY 14210
Tel: (716) 854-9725
Fax: (716) 854-9731

Hudson Valley Office

PO Box 893
Mahopac, NY 10541
Tel. (845) 875-4585
Fax (845) 875-9099

Long Island

Senator Kirsten E. Gillibrand
155 Pinelawn Road
Suite 250 North
Melville, NY 11747
Tel: (631) 249-2825
Fax: (631) 249-2847

New York City

Senator Kirsten E. Gillibrand
780 Third Avenue
Suite 2601
New York, New York 10017
Tel. (212) 688-6262
Fax (212) 688-7444

North Country

Senator Kirsten E. Gillibrand
PO Box 273
Lowville, NY 13367
Tel. (315) 376-6118
Fax (315) 376-6118

Rochester Region

Senator Kirsten E. Gillibrand
Kenneth B. Keating Federal Office Building
100 State Street
Room 4195
Rochester, NY 14614
Tel. (585) 263-6250
Fax (585) 263-6247

Westchester County (For address, please call)

Senator Kirsten E. Gillibrand
Tel. (914) 725-9294
Fax (914) 472-5073

Syracuse/Central New York

Senator Kirsten E. Gillibrand
James M. Hanley Federal Building
100 South Clinton Street
Room 1470
PO Box 7378
Syracuse, NY 13261
Tel. (315) 448-0470
Fax (315) 448-0476

Washington D.C.

Senator Kirsten E. Gillibrand
United States Senate
478 Russell Senate Office Building
Washington, DC 20510
Tel. (202) 224-4451
Fax (202) 228-0282



Grant Guide Order Form

If you would like to order additional grant guides from our office, please indicate what guides you would like to have and complete the below address information. If you have any questions, please contact us at 212.688.6262.

Guide

- | | |
|---|--|
| <input type="checkbox"/> Affordable Housing
<input type="checkbox"/> Ag/ Rural Development
<input type="checkbox"/> At Risk Youth / Anti Gang
<input type="checkbox"/> Broadband
<input type="checkbox"/> Brownfields/Superfund Site Cleanup
<input type="checkbox"/> City Infrastructure
<input type="checkbox"/> Faith-Based / Community Initiatives
<input type="checkbox"/> Fire and Emergency Services
<input type="checkbox"/> General Grants
<input type="checkbox"/> Green Energy and Clean Technology
<input type="checkbox"/> Green Schools
<input type="checkbox"/> Higher Education
<input type="checkbox"/> Historic Preservation/Arts/Culture/Tourism | <input type="checkbox"/> Home Heating and Weatherization
<input type="checkbox"/> Homeland Security
<input type="checkbox"/> Innovation and Cluster Based Economic Development
<input type="checkbox"/> K-12 Education and Libraries
<input type="checkbox"/> Lead Paint Remediation
<input type="checkbox"/> Minority and Women Owned Business
<input type="checkbox"/> Obesity Prevention / Nutritious Foods
<input type="checkbox"/> Senior Services
<input type="checkbox"/> Small Business
<input type="checkbox"/> Social Services /Community Groups
<input type="checkbox"/> Veterans Services
<input type="checkbox"/> Water and Wastewater Funding |
|---|--|

Mail to: **Senator Kirsten Gillibrand, 780 Third Ave, 26th Floor, New York New York 10017**

Name: _____

Title: _____

Organization: _____

Address: _____

City, State, ZIP: _____

Casework Form

If you have encountered a problem involving a federal government agency or federally subsidized benefit that you have not been able to successfully resolve, Senator Kirsten Gillibrand's staff of constituent liaisons may be able to assist you in the following areas:

Employment Issues: including assistance with disability benefits, employer-provided health care plans and COBRA, Family Medical Leave Act (FMLA) benefits, pensions, unemployment benefits, Federal and State Workers Compensation claims, and retirement-related issues.

Consumer Affairs: including assistance obtaining a home loan modification under the Making Home Affordable Program, insurance claims, dissatisfaction with consumer products or services, environmental regulations, and concerns regarding air quality, water or land contamination.

Immigration Issues: including issues with visitor visas, family and employment based visas, lawful permanent resident status, naturalization, international adoptions, detention, passports, customs and border issues, and assistance to American Citizens in crisis abroad.

Veteran Issues: including issues with VA pension and disability benefits, education benefits, veteran burial or funeral issues, and issues regarding the VA medical centers.

IRS Issues: including connecting constituents with the Taxpayer Advocate Service to address federal tax issues including lost or delayed tax refunds, penalty abatements, payment installation plans, tax credits, referrals to IRS Low Income Tax Clinics and paper tax forms.

Military Issues: including issues pertaining to the Department of Defense, Army, Navy, Marine Corps, Air Force, Coast Guard, Reserves and New York State National Guard, as well as obtaining military records, medals and academy nominations.

Health Care Issues: including issues with Medicare and Medicaid, health insurance, insurance providers, nursing homes, hospitals, prescription drugs, and 9/11 health matters.

Social Security: including issues with Supplemental Security Income, Social Security Disability, survivors' benefits, and retirement benefits.

Social Services: including issues with food stamps, HEAP (low-income heating program), FEMA and disaster relief, and issues related to federally subsidized housing.

Please visit the "Services" section of www.gillibrand.senate.gov or call (212) 688-6262 for further information. Please note that if you are seeking assistance with a case that involves a lawsuit or litigation, Senate Rules prohibit the Office of Senator Gillibrand from giving legal advice or intervening in the proceeding