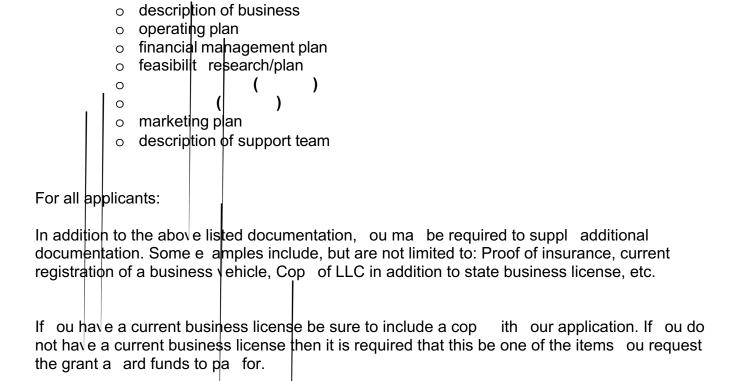
- a. Medical documentation from a doctor that includes a diagnosis;
- b. Social Securit Disabilit Insurance or Supplemental Securit Income disabilit determination (again must contain a specific diagnosis);
- c. Vocational Rehabilitation Eligibilit statement based on beneficiar disabilit t pe;
- d. Other legal documentation of disabilit as deemed acceptable b the fund administrator;
- (2) Reside in Alaska; and
- (3) Have a support team or business technical assistance relationship in place (list

number in our business plan, but ou must provide a brief summar on the application. *If you do not summarize information on these questions* and note see attached



The application and documentation must be submitted together as one complete package unless the fund administrator approves a different process.

business. Partnerships, even here both partners are Trust beneficiaries do not qualif.

Applicant must sho the beneficiar is the onlooner or holds a 51% majorit or greater in the

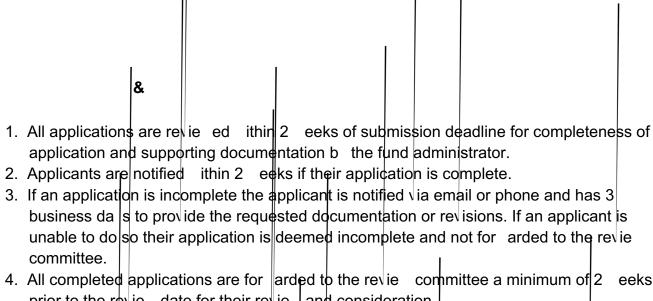
Before the Revie Committee revie s a funding application, a business plan must be in place unless requesting \$1,000 or less in hich case the application serves as the business plan. The business plan can take man different forms, and ma be ver general or ver specific, depending on the si e and t pe of business proposed.

At a minimum, all plans

the follo ing ke elements:

- (1) Description of business
- (2) Operating plan
- (3) Feasibilit research (the financial and non-financial factors associated ith success of the business)
- (4) Financial management plan including a startup budget, profit / loss anal sis for three ears, e pected cash flo b month for first ear and at least quarterl for the ne t t o ears.

(5) Detailed marketing plan.



- 4. All completed applications are for |arded to the re√ie | confimittee a minimum of 2 | eeks prior to the revie date for their revie and consideration.
- 5. Applicants requesting \$500 \$1,000 or less ill be notified of the committee s decision ithin 1 eek of the committee revie date hich is t picall 5-6 eeks follo ing the application submission deadline.
- 6. Applicants requesting \$1,001 \$10,000 ill be asked to phone in to a conference call. ill have 5 minutes to update the revie committee on hat has occurred ith The their business since submission of the application and an information that is hot contained in their business plan. The committee ill then ask the applicant questions to inform their funding decision. The use of a support person to assist during this verbal presentation and question session is acceptable to the reviee committee as needed. To encourage independence and self-advocac e ask that here possible supports limit their personal comments regarding the business to 5 minutes or less and allo the applicant the opportunit to interact ith the committee and to e plain the business details or ans er committee questions.
- 7. After reviee ing all documentation and information gathered during the reviee process the committee ill reach a decision ithin 1 eek of the final revie meeting.
- 8. The entire revie process from the application deadline to approval and receiving funds . This is dependent on a number of factors such as abilit takes appro imatel of the committee to meet, number of applicants and other factors.

Upon receipt of signed Grant Agreement

Grant funds are disbursed via checks made out to the specified vendors for approved items in the

The reviee time-line for the supplemental application is at the discretion of the fund administrator. Approval and amount a arded ill be decided b a partial committee made up of at least to people; a committee member, the fund administrator and/or the Trust Program Officer.

Grant recipients are required to complete an annual surve each ear for a period of 3 ears. The surve ill be conducted by the UAA Center for Human Development research team. Grant recipients are encouraged to submit an annual report hich ma include photos, copies of ne spaper articles, and other highlights in their business reports.

The Revie Committee revie s funding applications and business plans t o times per ear (fall and spring) ith actual dates based on availabilit of funds and revie committee member schedules. Applications ill be revie ed and given priorit based on the follo ing criteria:

- (1) Written Business Plan
- (2) Business Viabilit
- (3) Unique fit to the applicant s

Education, UAA's Center for Human Development, Alaska Small Business Development Center, the State Division of Vocational Rehabilitation, Tribal

- (5) Informs applicants of the Revie Committee's decision;
- (6) Arranges for the preparation of grant agreements and disbursement of grant a ard funds information to Access Alaska ithin 1 eek of the