



HAVERFORD TOWNSHIP
Women and Minority Business Enterprises (WMBE)
Economic Development Grant Program
(American Rescue Plan Act Funded)

Haverford Township is proud to introduce the Women & Minority Business Enterprises (WMBE) Economic Development Grant Program. This is a competitive grant program offering ten (10) awards of \$10,000 each to promote economic growth and development of Haverford Township businesses meeting the classification of a women and/or minority business enterprise.

Eligibility:

- Applicant must be a for-profit business headquartered in Haverford Township and operational as of July 1, 2023 with gross receipts as reported on its most recently filed Haverford Township Business Privilege/Mercantile return of no less than \$25,000 and no more than \$500,000.
- Woman-Owned Business: a business that is (1) at least 51 percent owned by a woman or women who are U.S. citizens, or, in the case of a publicly owned business at least 51 percent of the stock is owned by one or more women who are U.S. citizens; and (2) whose daily business operations are managed and directed by one or more of the women owners. "Operate" means actively involved in the day-to-day management.
- Minority-Owned Business: a business that is (1) at least 51 percent owned by one or more minority individuals, or, in the case of a publicly owned business at least 51 percent of the stock is owned by one or more minority individuals; and (2) whose daily business operations are managed and directed by one or more minority owners. "Operate" means actively involved in the day-to-day management. Minorities include the groups with the following ethnic origins: African, Asian Pacific, Asian Subcontinent, Hispanic, Native Alaskan, Native American, and Native Hawaiian.
- Applicant business must have a current Haverford Township business license and be current on any business privilege, mercantile, local services, township property tax, sewer and/or trash fees, if applicable through the date of application.

Grant Awards:

- Up to ten (10) \$10,000 one-time grants will be awarded plus a (1) year gold sponsorship in Discover Haverford for each grant recipient.
- \$7,500 will be paid within thirty (30) days of award notification with the remaining \$2,500 paid after successful submission of the six-month compliance report.

Application Procedure:

1. Completed application cover sheet
 2. Proposal narrative
 3. Applicant's most recently filed federal form Schedule C, 1120, 1120-S, or 1065
 4. Applicant's most recently completed 12-month operating profit & loss statement
 5. Signed and notarized Self-Certification Affidavit of Minority Status
- The narrative should describe the applicant, its operating history, its current operations in Haverford Township, and details of how the grant monies will be utilized to grow and/or promote both the business enterprise and general economic development of Haverford Township. Some ideas could include enhanced marketing efforts, façade/interior improvements to a commercial storefront, or any other ideas that will grow the business!
 - Applications will be accepted beginning July 17, 2023, and will remain open through September 15, 2023, at 4 pm.
 - Award recommendations will be presented to the Board of Commissioners for approval at its October 9, 2023 meeting.
 - Completed applications can be submitted via email to finance@havtwp.org or dropped off at the Township building during normal business hours (we cannot be held accountable for lost/delayed mail if using the US Postal Service).
 - Only completed applications will be considered.

Compliance and Reporting:

- **Reporting Requirements:** Grant recipients are required to submit a six (6) month progress report on their efforts and submit an accounting of the grant monies. The due date of the progress reports will be officially determined at the time of award. These reports will be reviewed by the grant committee which will then release the remaining \$2,500 of each award.
- **Non-Compliance:** In cases of non-compliance with grant reporting or ineffectual outcomes (as determined by the grant committee), the Township will suspend (rather than immediately terminate) a grant and allow the recipient an opportunity to take appropriate corrective action. However, the Township may decide to terminate the grant if the recipient does not take appropriate corrective action during the period of suspension. The Township may immediately terminate a grant when necessary, such as in instances of potential fraud or other criminal activity. Suspension and/or termination may be appealed, in writing, to the Haverford Township Board of Commissioners.
- A grant may also be terminated, partially or totally, by the recipient. If the recipient decides it cannot achieve the outcomes proposed, the recipient may advise the Township in writing and return any unused funds within thirty (30) days of termination.

Program Notes:

- If you have any questions regarding the Program, please contact Aimee Cuthbertson, Assistant Township Manager/Director of Finance at 610-446-1000 x2240
- If you have any questions regarding the business tax, local services tax license or status of business tax/local services tax filings, please contact Tri-State Financial Group at 610-270-9520



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Name of Business Applicant _____

Mailing Address (including city, state, zip) _____

Contact Person/Title _____

Haverford Township Business/Local Service License # _____

Contact Email and phone _____

Physical location within Haverford Township _____

Applicant Certification:

By applying for this funding, the applicant certifies that they have read and understand the program and eligibility criteria as described on pages 1-2 of this application. Applicant allows use of its Haverford Township business privilege, mercantile and/or local service tax returns (if applicable) to determine program eligibility. Applicant certifies that the person whose signature appears below is a representative of Applicant and authorized to apply for this funding. The applicant also acknowledges that these monies are funded through the American Recovery Plan Act for the purpose of economic development.

Representative of Applicant Signature

Date of Application



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SELF-CERTIFICATION AFFIDAVIT OF MINORITY STATUS

Commonwealth of Pennsylvania
 Delaware County

I, the undersigned, _____ (print full name), bring duly sworn according to law, hereby depose and state as follows:

1. I am over the age of eighteen (18) and otherwise competent to make this affidavit, and I am the _____ (print title e.g. owner, president, etc) of _____ (name of WMBE business).
2. I am the sole owner, or the owner of 51% of more, of the above-referenced business.
3. I certify that I am a member of one or more of the following ethnic origins and that I have held myself out as a member of such group(s) (check all that apply):

| | | | | | |
|--------------------------|---------------|--------------------------|--------------------|--------------------------|-----------------|
| <input type="checkbox"/> | Female | <input type="checkbox"/> | Asian Subcontinent | <input type="checkbox"/> | Native American |
| <input type="checkbox"/> | African | <input type="checkbox"/> | Hispanic | <input type="checkbox"/> | Native Hawaiian |
| <input type="checkbox"/> | Asian Pacific | <input type="checkbox"/> | Native Alaskan | <input type="checkbox"/> | |

4. I declare under penalty of perjury that the information provided in this affidavit is true and correct.

IN WITNESS WHEREOF, I have executed this affidavit as of this date, _____, 20____.

 Affiant Signature

Sworn to and subscribed
 Before me this date, _____, 20____

 Notary Public

(SEAL)