



ADMINISTRATIVE RULES OF MONTANA



8.99.404 CERTIFICATION OF MICROBUSINESS DEVELOPMENT CORPORATIONS

- (1) The following information is required to be presented to the department by applicants for certification as a MBDC:
 - (a) A plan for delivery of management training and technical assistance.
 - (b) A plan for credit investigation and analysis, and loan analysis of microbusiness loan applicants.
 - (c) A plan for and evidence of ability to administer a revolving loan fund.
 - (d) A staffing plan including job titles, job descriptions, necessary qualifications, experience, education and other qualifications of primary manager, and personnel training and supervision.
 - (e) Evidence of broad-based community support, to include letters of support from persons and institutions throughout the region.
 - (f) Evidence of matching loan funds in the ratio of \$1 for every \$6 of development loan funds requested.
 - (g) Evidence of sufficient operating income generated from the proposed revolving loan fund and/or provided from other income sources of the applicant to ensure the successful operation and management of the revolving loan fund.
 - (h) Evidence of adequate business clients to include, but not be limited to, a plan for identifying, qualifying and marketing to potential borrowers throughout the region to be served.
 - (i) A plan for marketing to specific groups including at least, but not limited to, minorities, women and low-income persons.
 - (j) Evidence that the proposing organization is a nonprofit corporation organized and existing under the laws of the state of Montana.
 - (k) the department may require such additional information as the department in its discretion deems to be appropriate.
- (2) The procedures for selection of certification of MBDC are as follows:
 - (a) The department will provide a written certification application guide to any interested individuals or organizations.
 - (b) The department will review proposals and determine whether to recommend certification of the MBDC. The proposal and staff's recommendation will be forwarded to the department director for a decision on certification.

- (3) An application for certification as a statewide MBDC shall also be required to provide evidence that it will serve a specialized population or specialized need and that its services do not duplicate services offered by existing "funded" regional certified MBDCs.
- (4) To maintain its status as a certified MBDC, a MBDC must be reviewed and recertified every four years.

Authorizing statute(s): 17-6-406, MCA

Implementing statute(s): 17-6-408, MCA

History: NEW, 1991 MAR p. 2451, Eff. 12/13/91; AMD, 1993 MAR p. 2236, Eff. 10/1/93; AMD, 1996 MAR p. 2580, Eff. 8/9/96; AMD, 1998 MAR p. 466, Eff. 2/13/98; AMD, 2000 MAR p. 1045, Eff. 4/28/00; AMD, 2008 MAR p. 486, Eff. 3/14/08.