

Eligibility

I own and operate my own business. Is this something I can apply for? What are the eligibility requirements?

Predetermined eligibility is not offered. Please demonstrate eligibility in your application based on criteria provided in the IBIP Notice of Funding Opportunity (NOFO), see pages 5-8, and Grants.gov.

To be eligible to receive a grant under the IBIP, an applicant must be able to provide the physical workspace, equipment, and connectivity necessary for Native businesses and Native entrepreneurs to collaborate and conduct business on a local, regional, national, and international level, and be one of the following entities (2 CFR 1187.3):

- Indian Entities Recognized by and Eligible to Receive Services From BIA (87 FR 4363);
- Tribal Organizations as defined (25 U.S.C. 5304(l));
- A Tribe or private nonprofit organization that provides business and financial technical assistance; will have been operational for not less than one year before receiving a grant under the IBIP; and commits to serving one or more reservation communities, (see Grants.gov Synopsis 2 on eligibility);
- Tribal Colleges or Universities 25 U.S.C. 1801 et seq, 25 U.S.C. 640a note, section 532 of 7 U.S.C. 301 note; will have been operational for not less than one year
- An Institute of higher education in any State admitting students as per 20 U.S.C. 1091(d); and will have been operational for not less than one year
- Joint Applicants who must each be independently eligible (25 CFR 1187.14).

Can IBIP funding be used for my personal business?

This funding area is for the creation, development, or enhancement of current Indian Business Incubator services. The funding is not targeted toward individuals or their businesses. However, once applications are selected for funding, please check to see if an Indian Business Incubator Program is open and accessible to you to utilize their services for developing and enhancing a current business.

Can I apply to participate in an Indian Business Incubator Program?

Awarded applicants will likely begin their projects sometime in August. You can look here: <https://www.bia.gov/as-ia/ied/division-economic-development> for resources and more program information. Explore entities providing assistance for developing

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individual business idea/s. Below are a few links you may find helpful:

* REI Native American Business Center delivers technical assistance and training programs to build successful Native American and minority-owned businesses.

<https://www.reiok.org/programs/rei-nabc/>

* National Center for American Indian Enterprise Development

<https://www.ncaied.org/>

Does a private nonprofit organization need to be a Tribal organization?

Per the Synopsis 2 on Grants.gov: This Notice Serves to Update Eligibility for the IBIP Grant as Follows: *“A Tribal nonprofit or private nonprofit organization that provides business and financial technical assistance and: Be able to provide the physical workspace, equipment, and connectivity necessary for Native businesses and Native entrepreneurs to collaborate and conduct business on a local, regional, national, and international level; Will have been operational for not less than one year before receiving a grant under the IBIP; and Commits to serving one or more reservation communities.”*

IBIP Funding

What is the intent for this funding?

IBIP was created to fund eligible applicants to create business incubator locations. These incubators will in turn provide the necessary training and resources to Native Business and Entrepreneurs with the overall program goal of stimulating targeted Native reservation communities.

Are funds able to establish partnerships and trainings?

Funds can be used to establish partnerships with other institutions and entities to provide comprehensive business incubation services to Native businesses and Native entrepreneurs participating in the business incubator, as well as for any other uses typically associated with business incubators that OIED determines appropriate and consistent with the purposes of the IBIP, (page 11, IBIP NOFO). Also, please reference pages 18-20 of the IBIP NOFO, to vet whether the type of training you wish to contract for meets the technical areas required to be covered under the IBIP funding program area. <https://www.grants.gov/web/grants/view-opportunity.html?oppld=338864>

Can we request a Project Manager position in our IBIP application?

Yes, a Project Management position is allowable, and the role should be adequately described in the application project narrative, workplan, and budget. Providing a position description of the role and responsibilities and/or a resume of an identified individual to manage the proposed project is recommended. Budget cost codes and

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items must be necessary and reasonable as they directly relate to the incubator project proposal. See Page 21 of the NOFO: *“Justifications must be provided: • Salary and Fringe Benefit costs that will be coordinated with OIED to ensure salary costs are reasonable and relatively consistent across the liaison network nationwide.”*

Can we match a portion of our Executive Director’s time who will provide oversight of the IBIP as a match for the project?

Yes, a reasonable amount of an executive’s time may be used as match to provide oversight of the proposed project if this person’s time is not funded with federal funds. Match or in-kind dollars cannot be paid for with federal funding. See: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/section-200.306>

Are administrative costs allowed?

Administrative costs are not allowed. However, see page 21 of the IBIP NOFO where project relevant administrative costs are anticipated and allowable as follows: *“Budget cost codes and items must be necessary and reasonable as they directly relate to the incubator project proposal. Justifications must be provided:*

- *Administrative Costs associated with search, review, and selection of external hires, including administrative support and supervision of liaison(s).*
- *Salary and Fringe Benefit costs that will be coordinated with OIED to ensure salary costs are reasonable and relatively consistent across the liaison network nationwide; and*
- *Travel costs should be itemized by airfare, vehicle rental, lodging, and per diem, based on the current Federal government per diem schedule.”*

Are indirect costs allowed?

Indirect costs are not allowed. See: Page 11 of the IBIP NOFO.

Technical Assistance

May I receive assistance with writing my application?

Currently, we can provide technical assistance with understanding the IBIP NOFO as written. We are not able to assist applicants in developing their specific project applications but can reflect the guidance found in the IBIP NOFO and answer

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questions accordingly. *See the following for application development assistance and an IBIP overview webinar:*

Grants.gov Grants Learning Center

www.grants.gov/web/grants/learn-grants.html

IBIP Overview Presentation, March 17, 2022

<https://www.zoomgov.com/rec/share/NmA3cr00uhaUMAlOW1r3v55csuCGI6e9luSslBFuNiV2xipTPBTKWM9oIHA9ysY.Osql9FvPdC3wixiv?startTime=1652816140000>

IBIP Application Checklist

<https://acrobat.adobe.com/link/track?uri=urn:aaid:scds:US:6ece4f69-faf6-3338-8a33-09b7f9fdc3c0>

Application Details

Is a Tribal Resolution Required?

Tribal Resolutions are not required for this grant. However, obtaining one or more letters of commitment (partners) and/or community support will demonstrate support for the proposed project.

Does my IBIP application need an active BIA ASAP number and an ACH Enrollment Form completed and submitted?

Yes, it is a requirement that all NABDI proposals submitted include an active ASAP number. The ACH Vendor/ Miscellaneous Payment Enrollment is also required.

What are the mandatory forms for the application submission?

The mandatory forms required to submit in an application may be found via the link provided below:

<https://www.grants.gov/web/grants/view-opportunity.html?oppld=338864>

Do we include 12 months of the first year in the SF 424? How do we apply a second and/or third year budget to the SF 424A?

Yes, see below for SF 424A instruction:

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Page 1, Section A: Budget Summary - enter the total budget costs for year one into 1. (e) as a new agreement.

Page 2, Section B: Budget Categories 6. (1) - enter costs into each object class category for year one and the total direct charges, (and anticipated program income if applicable).

Page 3, Section C: Non-Federal Resources – partner contributing and/or if they are providing nonfederal share (or match) into 8. (a-c, as applicable). The total will self-populate.

Page 3, Section D: Forecasted Cash Needs - 13. Add federal funds requested for year one into “Total for First Year” first through fourth quarter of the first year for federal; and 14. nonfederal (or match) amounts.

Page 3, Section E: Budget Estimates of Federal Funds Needed for Balance of the Project - Enter year two total requested amount into 16 b. (even though it says “(b) First” in the column header). This is a future year’s funding section.

One should submit annual budgets for each year of the proposed project and include accompanying budget narratives for each year. Clearly demonstrate the reasonableness, relevance, and appropriateness of the proposed project costs. The budget narrative or justification provided for each budget year will demonstrate a breakdown of costs justifying expenditures as project cost relevant and reasonable. Finally, each budget narrative should directly align with each project year narrative, and annual proposed budget.