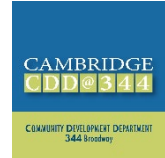




**CITY OF CAMBRIDGE
COMMUNITY DEVELOPMENT DEPARTMENT**



Small Business Enhancement Program

INELIGIBLE Improvements

The Small Business Enhancement (SBE) Program is a reimbursement grant program that helps eligible retail, food, home-based and creative for-profit businesses purchase equipment and materials associated with starting or growing a business. The Program's goal is to assist Cambridge's business owners with technical and financial assistance to build a stronger customer base and boost sales. As the program is financed with Community Development Block Grant funds from the U.S. Housing and Urban Development Department (HUD), small business owner applicants must meet certain eligibility requirements to participate.

INELIGIBLE IMPROVEMENTS

Any projects that are underway or started PRIOR to receiving written approval from the City's Program Manager are NOT eligible for the grant.

The following are also ineligible under SBE Grant Program:

1. Any improvements not approved by program staff.
2. Exterior changes to building façade, entryway, signage or lighting.
3. Startup costs (e.g. funds to test a product).
4. Employee wages.
5. Inventory
6. Business or personal phones.
7. Personal computers.
8. Costs of editing of books, screenplays, or other work.
9. Costs associated with attending trade shows or conferences.
10. Commercial or personal rent
11. Purchasing or maintenance of a business-related vehicle.
12. Marketing of one product or service (for example, a website for only one item you are selling or currently promoting). All marketing materials must be for promoting the Cambridge business as a whole.

Other improvements may be ineligible upon review by city staff and HUD.