



# MANAGEMENT TECHNICAL ASSISTANCE (MTA) CLIENT PROGRAM APPLICATION

For assistance, please call MTA Program at 602.262.5040

<b>Business owner to complete. Please PRINT or TYPE.</b>		<b>NAICS CODE</b>	
<b>TODAY'S DATE :</b>		<b>COUNCIL DISTRICT</b>	
<b>BUSINESS NAME :</b>		<b>CENSUS TRACT</b>	
<b>COMPANY'S LEGAL STATUS:</b>			
<b>BUSINESS DESCRIPTION:</b>			

BUSINESS ADDRESS				
Street Address	Suite, Unit, Floor	City	State	Zip Code

BUSINESS OWNER'S HOME ADDRESS				
Street Address	Suite, Unit, Floor	City	State	Zip Code

PRINCIPAL OWNER (S)				
First	Last	Gender		% Ownership
		Female <input type="checkbox"/>	Male <input type="checkbox"/>	%

PRINCIPAL CONTACT		
First	Last	Title

<b>Web Site Address:</b>	<b>Business Telephone No.:</b>	
<b>E-Mail:</b>	<b>Home Telephone No.:</b>	<b>Fax No. :</b>

BUSINESS DATA						
Business Type	<input type="checkbox"/> Retail	<input type="checkbox"/> Service	<input type="checkbox"/> Wholesale	<input type="checkbox"/> Manufacturing	<input type="checkbox"/> Construction	Start date (year)
Have you or are you now working with a business assistance provider?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If Yes, whom?			
Are you currently providing services to the City of Phoenix?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Do you own or lease your property?			
If no, are you interested in procurement opportunities at the City?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	What is the square footage?			
Are you certified as an S/DBE with the City of Phoenix?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	What is the average hourly salary?			
If not, would you like to receive information about the process?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Are you considering expansion?		Yes	No
# Current employees, including owner(s)	<input type="checkbox"/> Small Business Enterprise (SBE)	Expires:				
# full-time (40 hours or more per week) employees	<input type="checkbox"/> Disadvantaged Business Enterprise (DBE)	Expires:				
# part-time (less than 40 hours per week) employees	<input type="checkbox"/> Other Federal Program Certifications:	Expires:				

**Please describe the business problems/issues you'd like to address with a consultant from the MTA program.**

The City of Phoenix MTA Program is funded through a grant from the United States Department of Housing and Urban Development.

**Please return this application via U.S. Mail or fax to: MTA Program, City of Phoenix,  
Community and Economic Development Department, 200 West Washington Street, 20th Floor,  
Phoenix, AZ 85003-1611  
Phone 602.262.5040; Fax 602.495.5097; TTY 602.262.3476  
phoenix.gov/econdev/Small-Business**

**COMMUNITY DEVELOPMENT BLOCK GRANT/MANAGEMENT TECHNICAL ASSISTANCE  
PROGRAM AGREEMENT**

The purpose of this program is to assist low and moderate income individuals. If you hire an employee as a result of the technical assistance provided, we ask that you make your best effort to hire a low/moderate income individual.

**Please fill out this page in its entirety. Incomplete applications cannot be processed.**

This program is funded in full by a U.S. Department of Housing and Urban Development (HUD) grant, administered through the City of Phoenix. The primary intent of this program is to assist low and moderate income individuals. To be eligible for this program you must meet one of the following criteria:

1. You agree to expand your business with the help of this program in order to create a job for a low/moderate income individual.
- or
2. You are a micro-enterprise owner with 5 or fewer employees and you are considered low or moderate income.

Please consider total **family** income when determining income eligibility.

<b>2015 Income Limits</b>	<b>1 Person</b>	<b>2 People</b>	<b>3 People</b>	<b>4 People</b>	<b>5 People</b>	<b>6 People</b>	<b>7 People</b>	<b>8 People</b>
80% of Median	\$38,850	\$41,000	\$46,100	\$51,200	\$55,300	\$59,400	\$63,500	\$67,600

**Please check one box to indicate your race from one of the 10 options below:**

White	American Indian/Alaskan Native & White
Black/African American	Asian and White
Asian	Black/African American and White
American Indian/Alaskan Native	Am. Indian/Alaskan Native and Black
Native Hawaiian/Other Pacific Islander	Other Multi-Racial

**PLEASE CHECK ONE BOX HERE ALSO:** Additionally, do you consider yourself of Hispanic heritage?     Yes     No

The entire household's income should be considered when determining low and moderate income. A person is considered low/moderate income if their **Household Income is less than 80% of the Median Income.**

Please indicate the number of people in your household \_\_\_\_\_ and check your total annual family income range:

\$ 1        -    \$ 38,850    \_\_\_    \$ 46,101    -    \$ 51,200    \_\_\_    \$ 59,401    -    \$ 63,500    \_\_\_  
 \$ 38,851   -    \$ 41,000    \_\_\_    \$ 51,201    -    \$ 55,300    \_\_\_    \$ 63,501    -    \$ 67,600    \_\_\_  
 \$ 41,001    -    \$ 46,100    \_\_\_    \$ 55,301    -    \$ 59,400    \_\_\_    \$67,601    -    over        \_\_\_

Does your business plan to create a new job in the next 2 years?     Yes     No

If yes, please indicate the title of the position(s) to be created and hourly wage: \_\_\_\_\_

**Title**

**Wage**

**Please check the box which describes your eligibility for this program:**

- Your business will create a job for a low or moderate income person within the next two years.**
- Business is located in the Poverty Census Tract (PCT) and will create a job. [See page 3 for the map.](#)**
- You are a low to moderate income with micro enterprise ownership (5 or fewer employees). [\\*\\*\\*Please provide last year's tax record or pay stubs with this application to substantiate your eligibility.](#)**

The City of Phoenix and/or HUD staff will periodically verify income of the business owner and any employees whose jobs were created as a result of the technical assistance provided. Verification can include tax records or pay stubs.

If your business is unable to fulfill this requirement, you may not be eligible for future economic development programs offered through the city of Phoenix.

By signing below you certify that you have answered the questions above accurately and that you understand the terms of the assistance provided to you. Please feel free to call with any questions regarding this form: Rachel Milne, City of Phoenix, Neighborhood Services Department 602.262.7369. This information is required for reporting and documentation purposes only.

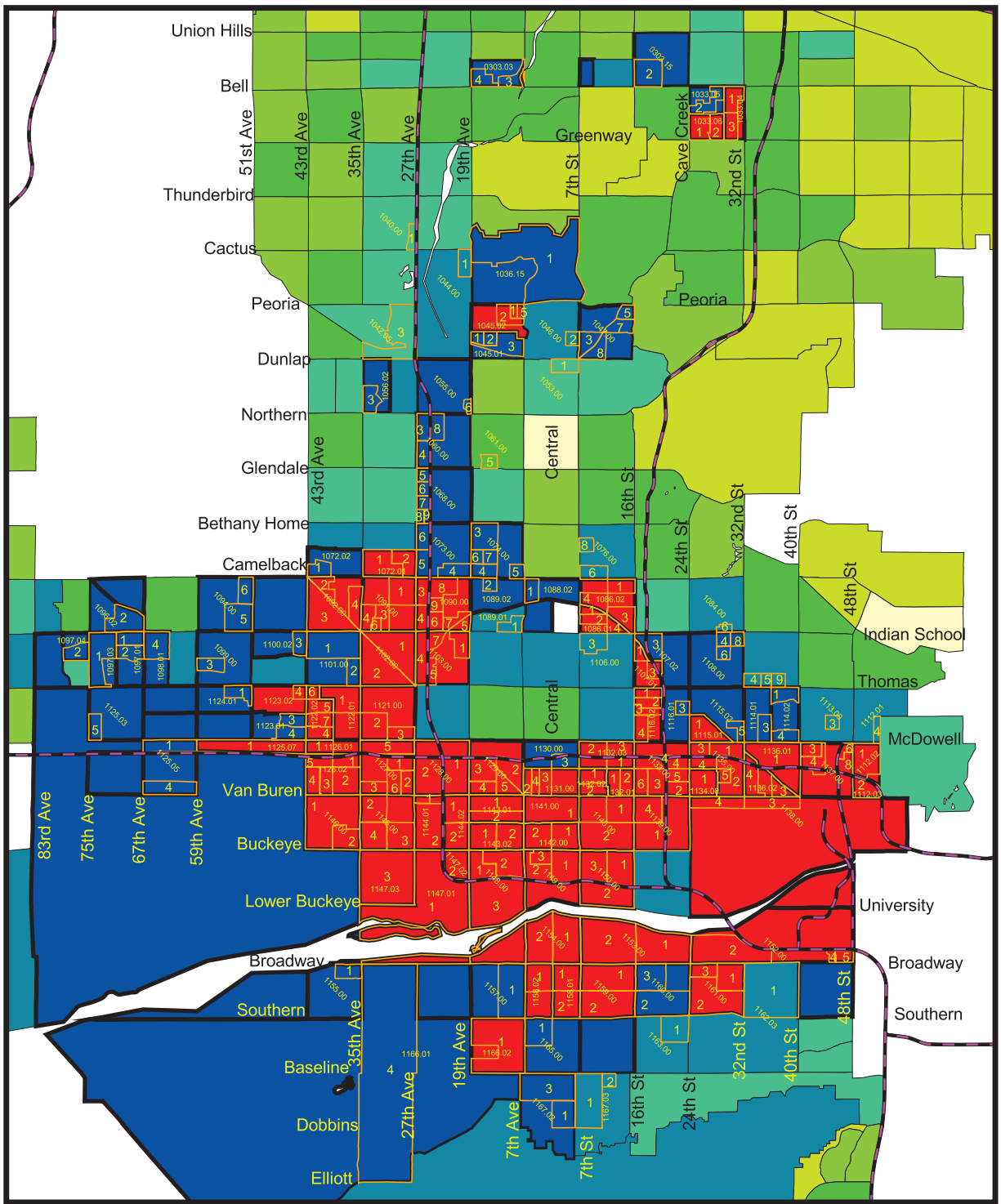
\_\_\_\_\_  
Print Name of Business Owner

\_\_\_\_\_  
Date

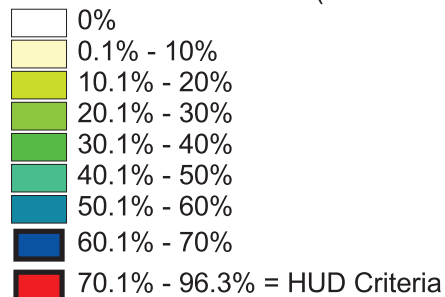
\_\_\_\_\_  
Business Owner's Signature

\_\_\_\_\_  
Referred by (if known)

# Census Tracts & Block Group Numbers - 70% or More Low to Moderate Income HUD Criteria Map



Census Tracts 70% or More Low to Moderate Income (HUD Criteria)



Freeways  
 Census Block Groups 70% or More Low to Moderate Income (HUD Criteria)

Notes:  
 1) Large yellow single digit numbers are the block group numbers. Orange outlines fit the HUD criteria.  
 2) The smaller yellow six digit numbers with two decimals are the tract numbers. Red areas fit HUD Criteria.  
 3) By adding for example "1144.00" tract with a number "2" block number, the official tract-block group number is "1144.002"

