

# Developing Partnerships

Advice from FHLBank Indianapolis members and their small business partners

The Elevate small business grant program provides a win-win opportunity for FHLBank Indianapolis member financial institutions and local businesses in Indiana and Michigan. Our members have used Elevate to expand and deepen their relationships with small businesses in their communities.

If you are interested in using the Elevate small business grant, consider the steps below when reaching out to potential partners.

	INQUIRE	ENGAGE	ASSIST	MANAGE
MEMBER	<ul style="list-style-type: none"> <li>Identify existing relationships connected to small businesses               <ul style="list-style-type: none"> <li>Existing small business customers or potential small business customers</li> <li>Ask for referrals (small business incubators, workspace sharing locations, city/community economic development, small business administration)</li> </ul> </li> <li>Determine eligible small businesses:               <ul style="list-style-type: none"> <li>Annual gross revenue less than \$1 million</li> <li>For-profit business located in Indiana or Michigan</li> <li>In operation at least 12 months prior to May 18, 2021</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Meet partners and small businesses</li> <li>Inform them about opportunity and expectations</li> </ul>	<ul style="list-style-type: none"> <li>Work with small business to develop application</li> <li>Highlight their eligibility, needs, plans, goals and role in their community</li> <li>Identify other financial resources</li> </ul>	<ul style="list-style-type: none"> <li>Prepare documents to submit to FHLBI</li> <li>Follow up on progress, expenditures, and compliance</li> <li>Offer other ways to support the business</li> </ul>
SMALL BUSINESS	<ul style="list-style-type: none"> <li>Contact an FHLBank Indianapolis Member               <ul style="list-style-type: none"> <li><a href="http://fhlbi.com/member">fhlbi.com/member</a></li> </ul> </li> <li>Review program materials and requirements in Program Guide at the Elevate website: <a href="http://fhlbi.com/elevate">fhlbi.com/elevate</a></li> </ul>	<ul style="list-style-type: none"> <li>Meet with Member</li> <li>Prepare materials and present about your business</li> <li>Explain your “why”</li> </ul>	<ul style="list-style-type: none"> <li>Complete application thoroughly</li> <li>Give details of who, what, when, where and why</li> <li>Describe history and impact on people, business, community</li> <li>Provide supportive and realistic data</li> <li>Incorporate feedback from Member</li> <li>Seek additional financial resources</li> </ul>	<ul style="list-style-type: none"> <li>Provide documents to Member for FHLBI</li> <li>Maintain relationship with Member</li> <li>Let Member know about long term process and successes</li> </ul>
SUPPORT ORGANIZATIONS	<ul style="list-style-type: none"> <li>Contact FHLBank Indianapolis about partnership opportunities</li> <li>Review program materials and requirements in Program Guide and Elevate website: <a href="http://fhlbi.com/elevate">fhlbi.com/elevate</a></li> <li>Identify eligible small businesses within your network:               <ul style="list-style-type: none"> <li>For-profit business Located in IN or MI</li> <li>Annual gross revenue less than \$1M</li> <li>In operation at least 12 months prior to May 18, 2021</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Inquire with FHLBank Indianapolis Member financial institutions about partnering and participating in the program</li> <li>Market program to your network</li> <li>Contact qualified small businesses in your network</li> </ul>	<ul style="list-style-type: none"> <li>Prepare qualified small businesses for meeting with Member financial institution to discuss sponsoring application and the financial institutions expectations.</li> <li>Work with small business to develop a complete, thorough and competitive application</li> <li>Develop relationships with small businesses that are sent from Member financial institutions</li> <li>Support small business in trainings where deficiencies may exist</li> </ul>	<ul style="list-style-type: none"> <li>Support small business with meeting grant requirements</li> <li>Identify other Member financial intuition programs or products that would be beneficial to the small business</li> <li>Maintain relationship with Member and FHLBank Indianapolis</li> </ul>

Learn more at [fhlbi.com/elevate](http://fhlbi.com/elevate)

