



# SMALL BUSINESS DEVELOPMENT PROGRAM

## ACCESS TO CAPITAL

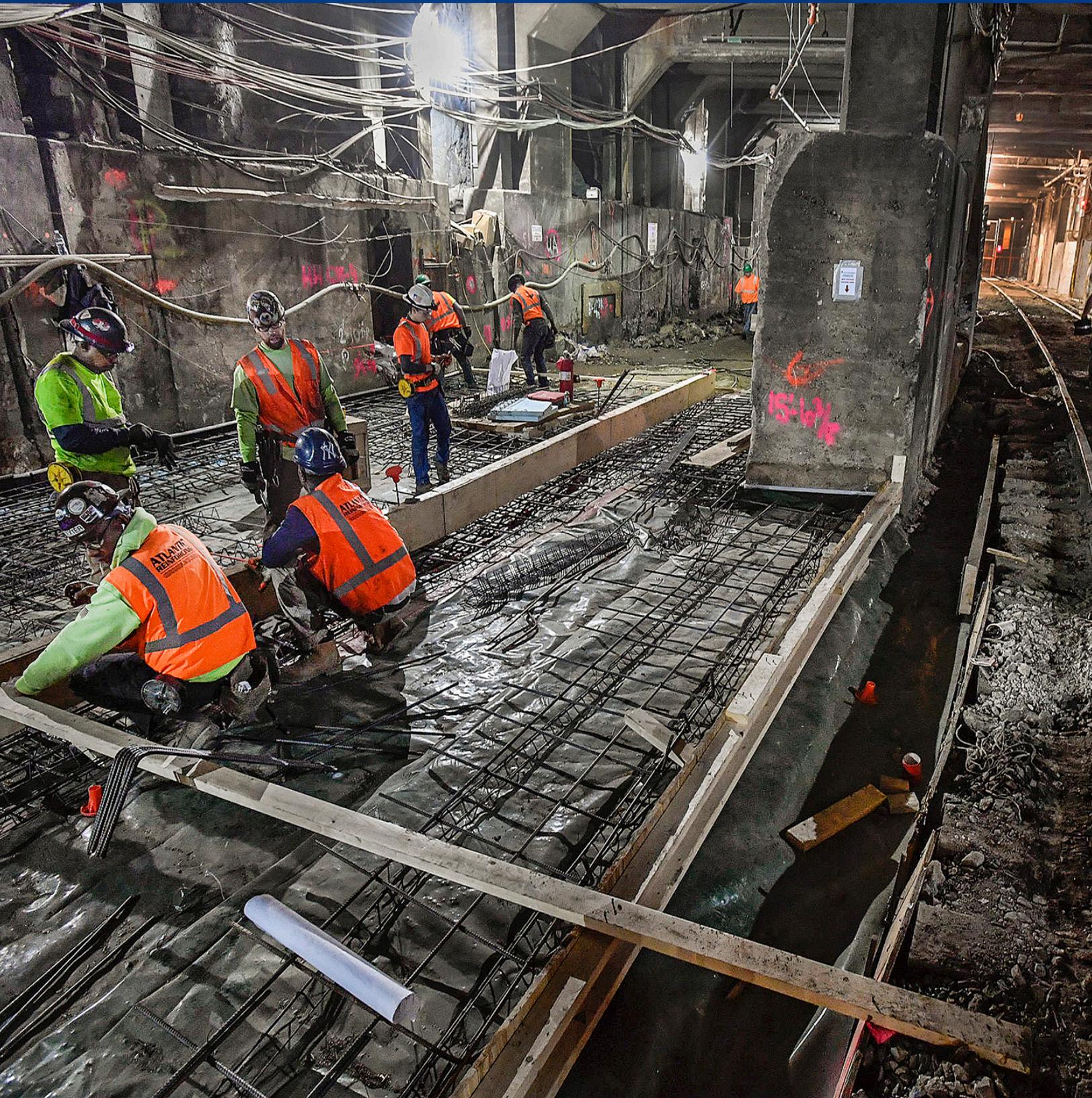
THE MTA SMALL BUSINESS MENTORING PROGRAM | THE MTA SMALL BUSINESS FEDERAL PROGRAM

### THE NATION'S FIRST REGIONAL SMALL BUSINESS MENTORING PROGRAM



THE MTA SBDP LOAN PROGRAM PROVIDES ACCESS TO CAPITAL TO  
CERTIFIED DISADVANTAGED BUSINESS ENTERPRISES, NEW YORK STATE  
CERTIFIED MINORITY AND WOMEN-OWNED BUSINESS ENTERPRISES AND  
SERVICE-DISABLED VETERAN-OWNED BUSINESSES

# MTA SMALL BUSINESS MENTORING



# PROGRAM & CAPITAL ACCESS LOAN PROGRAM

## LEARN, EARN, GROW

The MTA Small Business Development Program (SBDP) matches small businesses with a larger firm as a means to foster on-site training and the transfer of knowledge that helps small firms grow as primes and larger subcontractors.

To overcome the challenges that most emerging firms experience, the SBDP facilitates opportunities for Small Businesses including Minority, Women, Disadvantaged and Service-Disabled Veteran-Owned Business Enterprises.

The program includes several elements focused on facilitating business success. Every stop leads to new contracts.

To support the ability of small businesses to access capital, the MTA Loan Program partners with a local bank forming a powerful alliance designed to provide loans to pre-qualified MTA Small Business Mentoring Program (SBMP) and MTA Small Business Federal Program (SBFP) construction contractors from \$150,000 through the SBMP and up to \$900,000 through the SBFP. To date, over 138 loans totaling more than \$18.5 million have been approved for small firms through the SBDP.

Take this unique opportunity to learn how the MTA's Loan Program can help your business get the capital it needs to advance to the next level in the construction industry.

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- **Mentoring**
  - **Training**
  - **Capital Access**
  - **Bonding**
  - **Owner Provided Insurance**
  - **Contracts**
  - **Union Transition**

WE UNDERSTAND



# YOUR BUSINESS NEEDS

The public and private sector have come together to create a vibrant program that will help emerging firms gain greater access to capital.

## ABOUT MTA

The Metropolitan Transportation Authority (MTA) is North America's largest transportation network, serving a population of 15 million people in the 5,000 square-mile area fanning out from New York City through Long Island, southeastern New York State and Connecticut.

MTA subways, buses and railroads provide 2.63 billion trips each year to New Yorkers – the equivalent of about one in every three users of mass transit in the United States and two-thirds of the nation's rail riders. MTA bridges and tunnels carry more than 310 million vehicles a year – more than any bridge and tunnel authority in the nation.

# MTA CAPITAL ACCESS LOAN PROGRAM



## THE BANK WITH THE **Personal Touch**

MTA works with a service-oriented bank, providing financial solutions and working to support economic growth in the communities it serves.

That is why the MTA Small Business Capital Access Program is committed to helping you, as a qualified business, develop your construction company and access technical and appropriate financial assistance to support your firm's growth.

Maintaining and developing a strong banking relationship is critically important for small contractors, and the focused experience of a community bank lends itself perfectly to this dynamic.

Access to capital is the key to  
business expansion.

# PARTNERS TO GROW SMALL BUSINESS

## ACCESS THE CAPITAL

### You Need to Succeed

Through programs such as the MTA Small Business Capital Access Program, our partners will work to help facilitate financing for small companies who otherwise might be unable to meet strict credit guidelines of large commercial lenders.

As a model, this partnership provides project-based, working-capital, phased funding loans. The MTA Small Business Mentoring Program and its partnership with a community bank supports qualified emerging contractors by providing them the capital access they need to complete successful projects.



# WHO IS ELIGIBLE FOR THE MTA SMALL



All pre-qualified MTA Small Business Mentoring Program construction contractors that have been awarded at least one MTA Mentoring Program contract are eligible to apply for the Capital Access Loan Program.

## **Requirements Before Applying for a Loan:**

**Know Your Business Financials and Details.** Are your business financial statements in line? Can you provide copies of your company's tax returns and fiscal year-end statements for the last three years?

**Prepare an Executive Summary.** An executive summary is a succinct, one-page description of your business and its internal operations. It is an overview of your operating proposition, key financial projections, business condition and critical success factors.

Also, please be sure to include the name of the business, legal form of operation and your certification as an MBE, WBE or DBE with public agencies certifying the business. Also include principals and their credentials, business history, products and/or services, key clients/customers, market segments and competition.

**Know Your Personal Credit.** Are your personal financial statements organized and able to be produced concurrent with the company's fiscal year-end? Do you have available resumes of key people, credit references from principal suppliers and authorization forms for credit reports?

**Gather and Review Documents.** Before any negotiation between professionals, all documents related to your business should be gathered and read carefully for understanding and accuracy. This will be helpful in finalizing an agreement and satisfying legal requirements.

All pre-qualified MTA Small Business Mentor contractors who have been awarded a MTA Mentoring Program contract are eligible to apply for the Capital Access Loan Program.

# BUSINESS MENTORING LOAN PROGRAM?

## Loan Parameters

There are several loan parameters that may be applied to your specific loan.

- Unsecured time loans up to 30% of contract value, reviewed and approved within 10 business days.
- Loans up to \$150,000 through the MTA Small Business Mentoring Program and loans up to \$900,000 through the MTA Small Business Federal Program.
- Moderate interest rate vs. typical rate for small contractors.
- Contractors pay an application fee.

## Loan Repayment Terms

- Loans typically mature within six months.
- Repayment schedules are structured in conjunction with the Construction Managers.
- Typically, loans are structured to be repaid by 75% of contract completion.



# YOUR APPLICATION



## WHAT YOU NEED TO KNOW TO APPLY

To apply for financing through the MTA Mentoring Loan Program, make sure you have completed and compiled the following information:

- MTA Loan Application
- Copy of MTA Contract
- Executive Summary/Company History
- Certificate of Incorporation/Certificate of Business
- Corporate Resolution (if applicable)
- Business Financial Statements (two years) and Tax Returns (two years)
- Interim Financial Statements (where applicable)
- Copies of W-9s (if applicable)
- Copy of IRS Employer Identification Number (also known as a Federal Tax Identification Number used to identify your business entity)
- Personal Resume of Principal(s)
- Evidence of Business Insurance
- Personal Financial Statement and Principal's Personal Tax Returns (two years)
- Photo Identification of Principal(s)

# BUILDING NEW TRACKS FOR BUSINESS GROWTH



## LEARN MORE

For more information about the MTA Small Business Development Program and the MTA Small Business Capital Access Program, please visit [web.mta.info/sbdp](http://web.mta.info/sbdp).

The MTA and its Capital Access Loan Program can help your business get the capital it needs to advance to the next level in the construction industry.



MTA New York City Transit  
MTA Long Island Rail Road  
MTA Metro-North Railroad  
MTA Bridges and Tunnels  
MTA Bus Company  
MTA Construction & Development

The MTA will afford all applicants with an equal opportunity for consideration, without discrimination due to race, creed, color, national origin, religion, sex, sexual orientation, age, disability or marital status.

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This booklet is current as of September 2021 and is subject to change.

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