



REGIONAL
DEVELOPMENT
CORPORATION



LOS ALAMOS
National Security, LLC



Request for Proposals for the NATIVE AMERICAN VENTURE ACCELERATION FUND

BACKGROUND

The Regional Development Corporation in partnership with the Los Alamos National Laboratory, Los Alamos National Security, LLC and the New Mexico Indian Affairs Department seeks to further the development of tribally held businesses in Northern New Mexico as a way of creating jobs and diversifying the economy.

OPPORTUNITY

Purpose: The Native American Venture Acceleration Fund will make awards to tribally owned companies or individual businesses owned by a tribal member for critical technical services that lead to increased revenues and employment for the company. Awards will be made on a competitive basis and are intended to provide services to tribal business entities that will allow the company to diversify revenue, leverage other investments, create new jobs and have systems in place that lead to growth.

Award Size: Up to \$25,000

Eligible Applicants:

- *Native American owned business enterprises in which a tribe or tribal member has at least a 51% share or stake.*
- *A tribal member or corporation of the Pueblos from Nambe, Ohkay Owingeh, Picuris, Santa Clara, Pojoaque, Taos, San Ildefonso, Tesuque, Cochiti or Jemez.*
- *Company must be located in the counties of Sandoval, Santa Fe, Los Alamos, San Miguel, Mora, Rio Arriba or Taos.*
- *Entities which have been awarded in the past are eligible to apply again as long as the company successfully completed prior awards and proposal is for a new idea or need.*

Award Uses:

Awards may be used to procure specialized services or equipment for the company which will lead to increased revenues and employees. For example, a company may need to develop a website to increase sales or may need a consultant to help select, install and train their staff on specialized accounting software required for federal government contracting. The RDC will work with the providers agreed upon by the grantees such as accountants, business

consultants, marketing experts or others to provide the services a tribal company needs. **Cash awards will not be made directly to awardees.**

What will not be funded: Funds cannot be used to pay for regular operating expenses or salaries. We will not fund proposals relating to gaming or proposals from a previous awarded entity for the same idea.

Selection Process:

Proposals which meet the eligibility requirements will be evaluated by a committee of business experts. Proposals will be evaluated on their potential to create new jobs, increase or diversify revenues for the company, and leverage other investments.

Scoring will be based on the following:

Written proposal	50%
Oral presentation	50%

Deadline:

Proposals must be received no later than 5pm, November 20, 2014.

Instructions to Apply

To apply for Native American VAF funding, download this document which can be found at www.rdcnm.org, fill in each question below, and e-mail the document to Kathy Keith at the Regional Development Corporation, kathy@rdcnm.org. Please use the subject line "Native American VAF Application" in your e-mail. The application should not exceed three (3) single-spaced pages. You will be given a chance to elaborate on the same questions in a presentation and interview if you are selected as a finalist. You may delete all italicized text in this application before submitting it, so the text does not count toward your page limit. Please use Times New Roman font, 12-point size in your application. You will receive a reply e-mail acknowledging your application.

For more information about the Native American Venture Acceleration Fund, please contact: Kathy Keith at 505-220-7085, kathy@rdcnm.org or Vangie Trujillo at 505-665-4284, vangie@lanl.gov.

1. Company Description (up to 10 points)

Describe your proposed or existing company, including:

- *Names of owners of the company,*
 - *Complete contact information for proposal (contact name, mailing address, phone and e-mail)*
- *Percentage of company owned by Native Americans*
- *Tribal affiliation of the owners*
- *Has the company received a previous award through the Native American VAF? If so, for how much and what was the result?*

- *Date established*
- *Location (physical address or addresses of the business)*
- *Number of employees*
- *Company mission and/or product offerings (briefly)*
- *Development status of product or service for which Native American VAF funding is sought*
- *Annual revenues (if applicable)*

2. Project Abstract (up to 25 points)

Provide an abstract that summarizes the proposed project. The abstract should “tell a story” and should be written so that a non-technical person can understand it. The abstract may be used, in whole or in part, in public documents, including press releases, and shall not contain proprietary/trade secret information. The abstract should:

- *Demonstrate that the applicant understands the intent of Native American VAF and how the proposed project is consistent with this intent.*
- *State the amount of funds you are requesting.*
- *Define what problem you are addressing for the use of Native American VAF funds. (briefly)*
- *Define your solution. (briefly)*
- *Describe how the proposed project will increase revenues and total number of company employees both short and long term.*
- *Describe the significant regional economic and strategic benefits of the proposed project for New Mexico.*

3. Milestones and Use of Funds (up to 20 points)

Describe the milestones to be completed for the project:

- *Describe how the Native American VAF funds will be used and why these funds are critical at this time.*
- *Describe commercial and technical challenges to be addressed and why solutions to these challenges will increase company revenues and employees.*
- *State the tasks to be completed and the milestones to be achieved. Include a tentative timeline.*
- *Describe the expertise of specific firm or entity that will provide technical assistance.*
- *If available, give a cost estimate for the work or provide a proposed budget for funding requested.*

Milestones are key components of the proposal. Milestones are short-term, well defined, goal-oriented events. For example, good milestones might include the following:

- *Constructing a prototype within 12 months of receiving Native American VAF award*
- *Providing specialized training to be completed by a specified date*
- *Developing a new marketing strategy*

Milestones unacceptable for Native American VAF include:

- *General development work*
- *Time-specified rather than task-specified work*
- *Work for which a tangible result cannot be communicated*

4. Commercial Impact (up to 25 points)

The proposed project must demonstrate its ability to generate revenue and have a compelling market need. The proposed project’s product or service should be well defined

or developed. Some examples of pertinent questions to answer to demonstrate a compelling market need include:

- *What problem, for what customer, do you want to solve? How does the Native American VAF project get you closer to solving the problem?*
- *Who are your competitors?*
- *Who might purchase the product or service being developed?*
- *Is your market segment and the overall market growing? If so, how fast?*
- *Why will people switch from the current solution to your proposed solution?*
- *What unique advantages does your product or service provide?*

5. Regional Impact (up to 20 points)

The proposed project should offer strategic value and economic potential that can further develop the New Mexico economy. To the extent possible, quantify the impact by estimating new job creation, new product sales, new investments in the company and/or the region, new regional facilities, etc. Projects that offer primary impact to the economy of Northern New Mexico will be given high priority.

6. Team Composition (up to 10 points)

The applicant shall identify the principals who will work on this project and, if applicable, the company's management team with roles and responsibilities described.

- *Include a short, one-paragraph description summarizing the technical, management, business experience and capabilities of the principals.*