

CITY OF PORTLAND BUSINESS LOAN AND GRANT PROGRAMS

The City's commercial loan and grant programs provide financial assistance to help entrepreneurs start new businesses and existing businesses to thrive in Portland.

HOW DO I APPLY?

- The application and more information is available at: www.portlandmaine.gov/BusinessFinancing
- If you have questions contact nrh@portlandmaine.gov

WHAT CAN I USE THE FUNDS FOR?

- Working capital expenses (e.g., rent, utilities, payroll, insurance, inventory);
- Possible refinancing of existing debt.
- And more depending on the program
- Funds cannot be used to pay owner;
- Cannot be used to pay taxes;
- Other restrictions may apply

WHICH PROGRAM SHOULD I APPLY FOR?

Review the programs below. If you need assistance determining which program is the right one for your business, you can contact NRH@portlandmaine.gov.

- MicroEnterprise Grant
 - Grant up to \$5,000
 - 0-3 Employees
 - Business owner must be low/moderate income**
- COVID Rapid Response Microloan
 - Loan up to \$10,000 at 0% interest for 2-year term, loan payments begin 6 months after closing
 - 2-15 employees prior to March 15, 2020
 - \$5,000 forgivable if rehire/retain at least 50% of employees
- Job Creation Grant
 - Grant up to \$20,000 (\$10,000 per net new full-time* job created)
 - New employees must be low/moderate income**
- Standard Commercial Loan
 - Loan from \$10,000-\$200,000
 - Business is not yet able to obtain a bank loan OR City loan is needed to supplement a bank loan

WHAT WILL I NEED TO APPLY?

The most important documentation you need to submit with your application includes:

- 2019 and 2020 business tax returns (or 990 for nonprofits)
- Personal financial statement from all owners of the business with 20% ownership or greater
- Balance Sheet and Profit and Loss (within 90 days)
- Signed commercial lease, if applicable

WHAT HAPPENS AFTER I APPLY?

Staff will review each application to ensure eligibility and completeness. An underwriter will review the business financials and prepare a report for the Portland Development Corporation (PDC), the City's lending and granting board. The PDC will review those reports and approve the applications that best meet the program criteria. Approved applicants will work with City staff to sign program agreements. Loans will require unlimited personal guarantees from all those with ownership in the business of 20% or greater

DEFINITIONS

* 1 Full-time job is at least 34 hours/week

** Low/moderate income is defined by the U.S. Department of Housing and Urban Development as 80% of median household income- see chart below.

If your business is not located in Portland but is in Cumberland County, you may be eligible for GPCOG's Programs

www.gpcog.org/422/Loan-Programs

FY 2021 Income Limits – Effective June 1, 2021

Number in Household	1	2	3	4	5	6	7	8
Low/Moderate Income 80% or less	\$55,950	\$63,950	\$71,950	\$79,900	\$86,300	\$92,700	\$99,100	\$105,500



For more information visit:
www.portlandmaine.gov/BusinessFinancing

