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Business Assistance Fund Eligibility Criteria and Disbursement Guidelines

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1	Entity: Must be a for-profit business.
2	Location: On BRT route frontage or one block from front face curb of route.
3	Licenses: Must have Oakland Business Tax License and all required permits, etc.
4	Liens: No property or income tax liens against business.
5	Annual revenues: a) 3-year average annual revenues less than \$3 million; or b) if in business less than 3 years, annual revenues less than \$3 million.
6	Years in operation: Be in operation in current location 3 years prior to start of construction, or be in a current 3-year lease.
7	Technical Assistance: Must take advantage of Business Technical Assistance services (TA).
8	Distance of impact from BRT features: Up to 2 blocks away from business.
9	Feasible plan: Must develop a feasible impact mitigation plan with TA provider.
10	Eligible uses of funds: Building renovations, facade improvement, acquisition/creation of private parking, business model alterations, product offerings, business lines, customer base, etc.) and, absent a feasible retention plan, relocation.
11	Oversight: To establish an administrative oversight and appeals process for businesses denied support, including the creation of an Ombudsperson role.
12	Non-eligible uses: a) For mitigations that come under the FEIR/S and AC Transit's responsibilities; and b) fund administration costs.
13	Term of BAF program: From start of construction until one year after BRT operations begins.

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14	Structure and terms of assistance: Grants not to exceed \$100,000 per business to be disbursed on a reimbursement basis to business/property owners or directly to contractors; b) Grants not to exceed \$100K; and c) Up to 25% of funds can be used for relocation costs within Oakland.
15	Equitable Distribution Model: Based upon business type and proximity to BRT infrastructure (stations, medians, left-turn restrictions) and significant parking loss. Must ensure that businesses in each impacted sub-district receive equitable proportions of funding.