Kentucky Cabinet for Economic Development
STEP Grant Application Year 11
9/30/2023 - 9/29/2025

ABOUT THE STEP GRANT

The State Trade Expansion Program (STEP) grant helps small businesses overcome obstacles to exporting by providing funds to cover costs associated with entering and expanding into international markets.

STEP financial support helps Kentucky small businesses:

- Learn to export, participate in training workshops
- Pay for subscriptions to exporting services provided by the U.S. Commercial Service (USCS) and other federal agencies
- Support website globalization and e-commerce capabilities
- Design international marketing products and campaigns
- Participate in export trade show exhibits to explore or expand international business opportunities
- Cover export credit insurance premiums

KENTUCKY STEP GRANT ELIGIBILITY REQUIREMENTS

STEP grant recipients must be committed to using STEP funds to grow their businesses through international exporting and meet the criteria below before applying. Please complete the following, prospective applicant:

◯ Yes	◯ No	Is willing to follow Kentucky Cabinet for Economic Development staff recommendations for export training through graduation of the STEP grant program.
◯ Yes	◯ No	Owner is a U.S. Citizen or is otherwise legally authorized to reside and operate a business in the U.S.
◯ Yes	◯ No	Business is headquartered/controlled/organized/incorporated in Kentucky (If company is not eligible in Kentucky, it may apply through the state in which its headquarters is located).
◯ Yes	◯ No	Is not publicly traded or a foreign-owned (based) business.
◯ Yes	◯ No	Is an organized, for-profit business and has been physically located and operational in Kentucky for at least one year.
◯ Yes	◯ No	Is registered domestic to Kentucky and/or headquartered in Kentucky and in good standing under the laws of the Commonwealth of Kentucky.
◯ Yes	◯ No	Has a licensed commercial operation that consists of an office, office/warehouse, or manufacturing facility.
◯ Yes	◯ No	Not barred from federal funds and has not knowingly entered into any transactions with a person in the Excluded Parties List System.
◯ Yes	◯ No	Not engaged in any activity that is illegal under federal, state, or local law or does not support any activity that is illegal under federal, state, or local law.
◯ Yes	◯ No	Owner(s)/key decision makers agree to submit to and clear background checks conducted by the Kentucky Cabinet for Economic Development legal department.
◯ Yes	◯ No	Owner(s)/key decision makers will perform their own due diligence on vendors and seek competitive pricing before purchasing services for which they will request STEP reimbursements.
◯ Yes	◯ No	Acknowledges that there is a limit of one Kentucky company per owner may apply and is subject to fund availability.
◯ Yes	◯ No	Is a small Kentucky business meeting SBA Size Standards
◯ Yes	◯ No	Goods or services to be exported have at least 51% U.S. content.
◯ Yes	◯ No	Product line or service is considered viable in the target market as determined by the Kentucky Cabinet for Economic Development.
◯ Yes	◯ No	Products are not of prurient nature or deemed offensive.
◯ Yes	◯ No	If applicable, derives less than one-third of its gross annual revenue from legal gambling activities.

SBA U.S. Small Business Administration

Funded in part through a Cooperative Agreement with the U.S. Small Business Administration

◯ Yes	◯ No	Has a positive net worth with access to sufficient resources to bear the costs associated with trade, including the costs of packing, shipping, freight forwarding, and customs brokers.
◯ Yes	◯ No	Has an established open-source website for the Kentucky business that may be easily found by conducting a browser search.
◯ Yes	◯ No	Has identified qualifying and achievable export activities or initiatives requiring financial support and agrees to provide a strategic plan for exporting.
◯ Yes	◯ No	Is willing to share export information as it relates to sales made or anticipated to be made from export development activities. (Individual company information will be kept confidential but reported in the aggregate for future program opportunities).
◯ Yes	◯ No	Agrees to allow the sharing of information by the Kentucky Cabinet for Economic Development with Kentucky Export Initiative (KEI) partners for the purpose of assisting the business with export development activities.
◯ Yes	◯ No	Understands grant funding is limited which may preclude all eligible applications from being funded.

If you answered "No" to any of the company eligibility questions, your company may not be eligible for the Kentucky STEP Grant. If your company is ineligible, the Kentucky STEP team may direct you to other training/loan/funding sources. Other restrictions and exceptions may apply at the discretion of the Kentucky STEP team.

I hereby certify that all information provided in this document, as well as any accompanying documents, are true and complete. By typing your name below you are digitally signing this form.

COMPANY NAME

WEBSITE ADDRESS

CONTACT NAME

SIGNATURE* DATE*

Electronic signature: The person responsible for signing the document acknowledges that typing his/her name in the above field is the legal equivalent of a manual signature.

For questions, contact mary.necamp@ky.gov or 502-782-1961.

The Commonwealth of Kentucky provides equal employment opportunities to all people in all aspects of employer-employee relations without discrimination because of race, color, religion, sex, national origin, sexual orientation, gender identity or expression, ancestry, age, pregnancy or related medical condition, marital or familial status, disability, veteran status, political affiliation, or genetic information.

9/6/2023