

# Qualification Checklist

## Opportunities in Rural Economies Loan Participation Program

The purpose of this checklist is to assist external partner organizations in determining whether a business and the proposed project are eligible to proceed with a Preliminary Project Application in the ORE LPP. Scoring begins at question 2, “Business type.”

### Business Eligibility

#### 1. Business status

If you answer no to any of the following, the application process cannot move forward.

- Is the business registered with the Montana Secretary of State or applicable tribal government and in good standing?
- The business is not on the federal or state debarment list.
- Has it been confirmed that ORE LPP funding will not result in the transfer or relocation of jobs from one part of the state to another part of the state? See Section 90-1-203(1), MCA.

#### 2. Business type

- Is the business a basic sector company? “Basic sector” is defined as a business having a physical base in the local community but deriving the majority of its revenue from outside the community.

#### 3. Location

- Is the business seeking to expand?
- Is the business located in or expanding operations within a rural area? “Rural” is as defined by [ORE Program criteria](#).

## Project Eligibility

### 4. Alignment with program objectives

- Does the project aim to create good-paying jobs? Consider wage thresholds and company benefits.
- Will the project promote long-term stable economic growth?

### 5. Community impact

Does the project contribute to one or more of the following?

- Job creation and/or job retention
- Expanding access to childcare
- Increasing the tax base
- Supporting or increasing Montana manufacturing
- Workforce development activities, e.g., upskilling the workforce, training programs

## Funding Considerations

### 6. Match requirement

- Is the project capable of securing additional financing or leveraging other sources of funding as required?

### 7. Project readiness

- Does the business have the organizational capacity and resources to execute the proposed project?

Total score:            /12

## Business Information

Registered business name:

Registered business contact:

Registered business phone number:

If the answers to the majority of the items on this checklist are yes, the business is likely eligible to submit a Preliminary Project Review Application.

The Qualification Checklist must be submitted in conjunction with the Preliminary Project Review Application to Commerce via the ServiceNow application portal.

The Preliminary Project Review Application is then reviewed by the Loan Review Committee. The Loan Review Committee assesses the application for eligibility under program guidelines, project competitiveness for funding and anticipated economic impact, including job creation and retention. Following the review, Commerce will notify the applicant of the Loan Review Committee's decision.

If approved, the applicant will receive notice that they may proceed with the Comprehensive Loan Application phase. If the project is not approved, the applicant will be provided with reasons for the decision and, if applicable, recommendations for resubmission.

For questions or assistance with the submission process, please contact program staff.