



**MICHIGAN
ECONOMIC
DEVELOPMENT
CORPORATION**

PURE *M*ICHIGAN®

SMALL BUSINESS SUPPORT HUB

Office Hours – February 2026

Office Hours Agenda

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Spend Down Survey Recap

- ❖ Technical assistance related to spend-down planning or closeout activities, will begin in mid March
- ❖ **MEDC DOES NOT WANT ANY MONEY BACK** . We will work the with Hubs to eliminate the need for claw backs
- ❖ If your Hub did not provide a description of your anticipated spend down activities , please be prepared to share with the Program team.



Request To Move Funds

Going forward, any request to move funds between Programming & Services and Supporting the Hub must be submitted using the **Budget Allocation Request Form**
Please note:

- ❖ Funds may **not** be moved to or from Direct Grants.
- ❖ All requested reallocations must be for eligible expenses.
- ❖ Requests must be approved in writing by MEDC prior to expenditure.



Small Business Support Hub (SBSH) Budget Reallocation Request Form Budget Reallocation Request Form

Purpose

As the SBSH program approaches closeout and the extended **May 1st expenditure deadline**, MEDC is implementing a formal Budget Reallocation Request process to ensure compliance with the executed Grant Agreement and applicable federal and state requirements.

Effective immediately, all requests to reallocate funds must be submitted using this form and receive written MEDC approval prior to expenditure.

IMPORTANT COMPLIANCE REQUIREMENTS

- Funds may only be reallocated between:
 - **Programming & Services**
 - **Supporting the Hub**
- **Direct Grant funds may NOT be increased, decreased, or reallocated under any circumstances.**
- All proposed expenditures must:
 - Be eligible under the executed Grant Agreement
 - Align with the approved scope of work
 - Be incurred and expended by the approved deadline

Submission of this form does not constitute approval.

SECTION 1 – HUB INFORMATION

- **Hub Name:**
- **Primary Contact & Title:**
- **Email / Phone:**

Milestone 4

- ❖ To those who have submitted Milestone 4, reviews will begin soon .
- ❖ We encourage you to contact the Program Team for initial review . Wednesdays are generally the day set aside for reviews
- ❖ **REMINDER** : Milestone 4 date has been changed to Friday, May 1st 2026 . This also includes Direct Grant allocation. Amendments will be issued in March .



UPDATED QUARTERLY REPORT TEMPLATE -2026

General Project Information

Enter into Salesforce - not required for this form

Financial Obligations & Expenditures

Enter into Salesforce - not required for this form

Project Demographic Distribution

Enter into Salesforce - not required for this form

Programmatic Outcomes

Insert the total number or dollar amount for the current reporting period only

	2024 TOTALS	2025 TOTALS	PoP 1/1/26 - 3/31/26	PoP 4/1/26 - 6/30/26	PoP 7/1/26 - 9/30/26	10/1/26 - 12/31/26	CUMULATIVE	PROGRAM TOTALS
Pre-business ideation:	0	116	0	0	0	0	0	
New Business Starts:	128	77	0	0	0	0	0	
Early Stage Businesses Served:	221	76	0	0	0	0	0	
Microbusinesses Served:	280	395	0	0	0	0	0	
Second Stage Businesses Served:	34	18	0	0	0	0	0	
Total Unique Businesses Served:	360	265	0	0	0	0	0	
Current Full Time Employees:	3367	2201	0	0	0	0	0	
Projected New Full Time Jobs:	134	0	0	0	0	0	0	
Total Dollars Deployed to Small Businesses (Direct Grants):	\$ 80,000.00	\$ 222,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Follow on Funding:	\$ -	\$ 1,966,741.10	\$ -	\$ -	\$ -	\$ -	\$ -	

Aggregated Data

	2024 TOTALS	2025 TOTALS	PoP 1/1/26 - 3/31/26	PoP 4/1/26 - 6/30/26	PoP 7/1/26 - 9/30/26	PoP 10/1/26 -	CUMULATIVE	PROGRAM TOTALS
Minority-owned businesses:	0	20	0	0	0	0	0	
Percent of minority businesses served:	0.0%	7.0%	0%	0%	0%	0%	FALSE	
Women Owned businesses:	0	155	0	0	0	0	0	
Veteran Owned businesses:	0	19	0	0	0	0	0	
Disabled Owned businesses:	0	18	0	0	0	0	0	
Businesses served 1st Time by the Hub:	0	106	0	0	0	0	0	
Mentorship Connections Made:	0	39	0	0	0	0	0	
Referrals to other Small Business Support Hubs:	0	8	0	0	0	0	0	
Referrals to the MI-Small Business Development Center	0	14	0	0	0	0	0	
Businesses received programming/services from a Smart Zone:	0	0	0	0	0	0	0	
Referrals to Ecosystem Partners (outside the SBSH network):	0	21	0	0	0	0	0	

MILESTONE 4 EXTENTION / SBSH 2.0 UPDATES

-  **MSF Budget Approval** - November 14,2025
-  **MSF Program Guidelines Approval** - February 27,2026
-  **Notice of Funding Opportunity** - March 06,2026
-  **Application Window** - April 1st- June 1st, 2026
-  **Final Award Approvals** - June 29 ,2026
-  **Issue Contracts** - August 31, 2026

REMINDERS / WHAT'S NEXT

- ❖ Milestone 4 Submission is due **Friday, May 1st, 2026**
- ❖ **30-Day Review Window:** The review window begins after your initial Compliance review.
- ❖ **Ecosystem Guide :** We will be sending out each Hubs page in the ecosystem guide for review and update .





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THANK YOU

Next Office Hours –March 2026
