

**612:10-7-230.4. Agency financial contribution to self-employment/ purchasing**

(a) The agency may provide some financial assistance toward self-employment plans that have met the requirements as specified in policy. The counselor will determine the client's financial status and any required financial participation by the client. The agency's contribution will not exceed 25% of any approved plan request above \$10,000.00. The client's contribution may come from personal resources, property, loans, PASS plan funds or small business start-up grants from other assistance programs.

(b) Any required client financial participation is applied to the cost of planned services

(c) Self-employment plans exceeding \$10,000.00 will require supervisory approval. Any request for assistance that will include agency funding over \$15,000.00, will be submitted to the Field Coordinator for review and approval or disapproval.

(d) Items that the agency will not approve for funding include:

(1) Construction or purchase of real estate.

(2) Businesses that are speculative in nature such as stocks, bonds or other investments or considered speculative by the Better Business Bureau.

(3) Businesses that are organized as not for profit.

(4) Businesses organized as hobbies

(5) Purchase of vehicles

(6) Refinancing of existing debt.

(7) Business plans that are not developed as the primary source of support.

(8) A business endeavor that does not have an agency approved business plan.

(e) **Purchases and support services.** All Agency purchases for a plan with a goal of self-employment will be in accordance with established purchasing policy regarding the competitive bid process and referrals to the State Office Purchasing Unit. Any requests for assistance with maintenance or transportation will be required to meet established policy guidelines for these support services.