

# Memorandum



CITY OF DALLAS

DATE February 9, 2024

TO Honorable Members of the City Council Economic Development Committee: Tennell Atkins, (Chair), Omar Narvaez (Vice Chair), Carolyn King Arnold, Adam Bazaldua, Paul Ridley, Chad West, Kathy Stewart

SUBJECT **Update to Memorandum on Small Business Assistance – Microgrant Program**

The purpose of this memorandum is to make an update to the Small Business Assistance – Microgrant Program memorandum that was submitted to the Economic Development Committee and presented on January 9, 2024. This item is scheduled for City Council consideration on the February 28, 2024.

It was previously stated that the program is to be funded by a one-time allocation of \$250,000 through the American Rescue Plan Act (ARPA). SBC will use a portion of the funding to support startups (\$20,000) and the remaining funding will be used for the Microgrant Program. Therefore, **the available funding for the program has been adjusted to \$230,000.**

This ARPA-funded microgrant program seeks to provide financial support to small and minority businesses in the City who were, and may continue to be, impacted by the COVID-19 pandemic. The microgrants will mitigate financial impact and promote overall economic stability by providing funding to assist with one-time rental assistance, staffing, utilities, and other operational expenses.

This program will focus on small businesses that fall outside of the current Southern Dallas Investment Fund target area (map attached) and will be available through an application process administered by the Small Business Center beginning March 4, 2024.

Should you have any questions or concerns, please contact me or Joyce Williams, Director, Small Business Center at [joyce.williams@dallas.gov](mailto:joyce.williams@dallas.gov).

Putting Service first,

Handwritten signature of Kimberly Bizer Tolbert in black ink.

Kimberly Bizer Tolbert  
Deputy City Manager

c: T.C. Broadnax, City Manager  
Tammy Palomino, City Attorney  
Mark Swann, City Auditor  
Biliera Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Jon Fortune, Deputy City Manager

Majed A. Al-Ghafry, Assistant City Manager  
M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager  
Dr. Robert Perez, Assistant City Manager  
Jack Ireland, Chief Financial Officer  
Genesis D. Gavino, Chief of Staff to the City Manager  
Directors and Assistant Directors