

Maryland

Small Business & Entrepreneur Resource Guide

2017-2018

Open *for* Business





More Jobs for Marylanders Tax Credit

More Jobs for Marylanders provides incentives to new and existing manufacturers to promote job growth and attract new manufacturers to Maryland.

New manufacturing businesses that locate in Baltimore City, Allegany, Baltimore, Dorchester, Prince George's, Somerset, Washington and Worcester Counties, create at least five new jobs and offer ongoing job training may be eligible for a 10-year refundable income tax credit; a State real property tax credit; a sales and use tax refund; and a waiver of State Department of Assessment and Taxation fees.

Existing manufacturers that locate in one of the counties listed above, create at least five new jobs and offer ongoing job training may be eligible for a 10-year refundable income tax credit. Existing manufacturers that locate in one of the remaining counties may be eligible for the 10-year refundable income tax credit if they create at least 10 new jobs and offer ongoing job training. The incentives are capped and subject to available funding.

commerce.maryland.gov/morejobs

Maryland Small Business & Entrepreneur Resource Guide

Small business owners are the mainstay of Maryland's economy. Whether you are an emerging entrepreneur, a veteran, a women-owned business or a minority business owner the Maryland Department of Commerce Office of Small Business Resources is committed to you. This resource guide will put you in touch with an extensive network of people and programs that includes help with permits and licensing, procurement and financing, export assistance, all this and more to help you meet your business goals.

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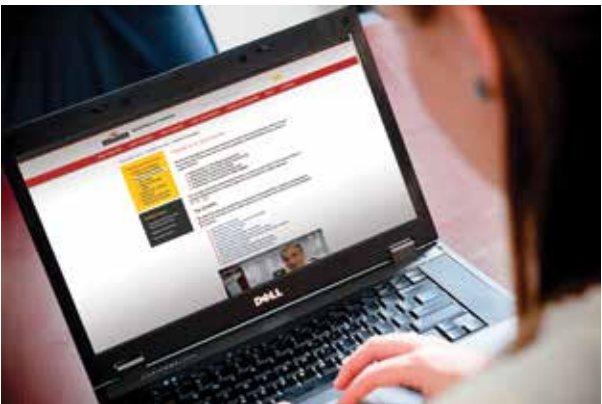
Let's Talk Business

The Office of Small Business Resources is all about providing you, the small business owner, with the necessary tools you need for your business to grow, thrive and succeed. We will listen to your questions and if we don't have the answers, we will get them. We can also help you:

- Navigate local, state and federal government regulations and processes.
- Identify and connect to state and federal resources.
- Understand permit and license requirements.
- Access state and federal financing programs and a host of other services.

**Visit commerce.maryland.gov
to learn about:**

- ▶ **Starting or growing a business**
- ▶ **Building and site location assistance**
- ▶ **Business licensing information**
- ▶ **State and federal contracting opportunities**
- ▶ **Finance programs, tax credits and training grants**
- ▶ **Business advocacy**
- ▶ **Technology transfer information**
- ▶ **Export assistance and marketing**



Small Business Resources Contacts

The Office of Small Business Resources supports economic growth by providing personalized attention to businesses and acts as liaison and information provider to resolve small business concerns quickly and efficiently.

Sean J. McEvoy, Director

Victor Clark, Jr., Program Manager

Janice Walker-Emeogo, Small Business Resources Rep

SBR.Commerce@maryland.gov

410-767-6928

Regional Field Contacts

The Maryland Department of Commerce Regional Growth and Retention team is geographically based to assist businesses in every corner of the state. Experienced and knowledgeable professionals provide easy access to Commerce programs and services and assist companies of all sizes seeking to expand their markets, their workforce, or their location within the state.

Assistance with a broad range of business needs include:

- Identifying funding sources
- Establishing customer/supplier connections
- Facilitating access to workforce and technical resources

Regions/Counties

Western Maryland (Garrett, Allegany, Washington)

Baltimore/Washington Corridor:

- Frederick, Carroll
- Montgomery
- Prince George's
- Howard, Anne Arundel
- Baltimore City

Northeastern Maryland (Baltimore, Harford, Cecil)

Southern Maryland (Charles, Calvert, St Mary's)

Upper Eastern Shore (Kent, Queen Anne's Caroline, Talbot, Dorchester)

Lower Eastern Shore (Wicomico, Worcester, Somerset)

For more information and contacts, visit:
commerce.maryland.gov/local

Startup Checklist

Starting your business can be an exciting and challenging undertaking. To ensure success it is important for you to be familiar with the basic requirements in Maryland. The following checklist provides a good starting point.

- Select a business structure.
- Create and register your business.
- Obtain personal property tax information.
- Register your business trade name.
- Obtain federal, state, county and local tax information.
- Check county and local zoning requirements.
- Check state and local license requirements.
- Obtain and complete your application for a Maryland business license.

For detailed information regarding each topic visit commerce.maryland.gov

Online Business Registration

Maryland's online business registration system, Maryland Business Express, allows business owners to easily register new businesses and state tax accounts in just a few days. The system is accessible 24/7 at commerce.maryland.gov/process.

Small Business Resources

Looking for more help in your early stage business planning? Numerous small business development networks are ready to provide advice, support, training, and more to entrepreneurs and small businesses across the state.

Networks

Maryland Small Business Development Center Network (MDSBDC)

mdsbdc.umd.edu

The MDSBDC network provides services to current and prospective small business owners in Maryland. Regional offices provide resources and referral services to assist Maryland businesses as they develop, expand and compete globally. Services include:

- Free individual, confidential counseling
- Market and industry research

- High-quality training
- Business plan assistance
- Accessing capital

MDSBDC Regional Offices:

Corridor

Serving Baltimore City, Anne Arundel, Baltimore, Howard, Montgomery and Prince George's counties

marylandsbdc.org/corridor

301-403-0501

Western

Serving Allegany, Frederick, Garrett and Washington counties

marylandsbdc.org/western

888-237-9007

Northern

Serving Carroll, Cecil and Harford counties

marylandsbdc.org/northern

443-412-2237

Southern

Serving Calvert, Charles and St. Mary's counties

marylandsbdc.org/southern

301-934-7580

Eastern

Serving Caroline, Dorchester, Kent, Queen Anne's, Somerset, Talbot, Wicomico, and Worcester counties

marylandsbdc.org/eastern

800-999-7232

United States Small Business Administration (SBA)

sba.gov

SBA provides financial, technical and management assistance to start, run and grow a business. The agency's services include information on procurement assistance, the Small Business Innovation Research program and surety bonding.

SBA's Baltimore District Office serves most of Maryland with the exception of Montgomery and Prince George's counties, which are served by the Washington, D.C. District Office.

Baltimore Office: 410-962-6195

Washington, D.C. Office: 202-205-8800

Service Corps of Retired Executives (SCORE)

800-634-0245

score.org

SCORE is a volunteer association sponsored by the Small Business Administration. SBA staff matches volunteer business management counselors with clients in need of expert advice, helping them identify

problems, determine the causes and find solutions. All individual and team counseling is free and confidential; a nominal fee is charged for seminars and workshops.

SCORE also provides online workshops, business plan and financial templates to walk through the business planning process, a free business financing guide, a free internet marketing workbook and sample business plans. SCORE's website, "Small Biz Resource Links," features these topics:

- Biz Planning and Managing
- Communications and Human Resources
- Finance
- Franchising
- Government, International Trade, Legal and Tax
- Sales and Marketing
- Technology and Internet
- U.S. Small Business Administration

Permits, Licensing and Regulations

Numerous resources are available for information on business licensing and registrations, occupational licenses, taxes and other regulatory and compliance issues.

Maryland Business Express

888-963-EGOV (3468)

maryland.gov/businessexpress

The Maryland Business Express website allows you to:

- Register your new business and form the legal business entity with the Maryland Department of Assessments and Taxation.
- Register a business trade name with the Maryland Department of Assessments and Taxation.
- Establish your necessary tax accounts with the Comptroller of the Treasury.
- Submit your business personal property return filings and order certified copies.

All filings through the Express website will be processed by the Maryland Department of Assessments and Taxation within seven business days. After completing the online registration process you will receive all the necessary licenses and account numbers for your business. This electronic government service includes a convenience fee for payments processed through this website. Payments can be made using Visa, MasterCard, Discover and American Express.

Department of Assessments and Taxation

410-767-1184 or 888-246-5941

dat.maryland.gov

Registers companies to do business in Maryland, issues business charters, registers trade names and provides corporate information as well as accepts annual reports/personal property returns.

Maryland Comptroller Taxpayers Assistance Program

410-260-7980 or 1-800-638-2937

comp.state.md.us

Provides businesses with information about sales, income and withholding taxes.

Department of Natural Resources

877-620-8367

dnr.maryland.gov

Provides licensing and regulatory services for watermen, taxidermists, waterfowl operations, fur dealers, charter boats, tree experts, foresters, forest products operators and fisheries.

COMPASS

410-260-3220

<https://compass.dnr.maryland.gov/dnrcompassportal>

Purchasing a license is more convenient than ever before. COMPASS provides quick and easy online access to hunting and fishing licenses, regulations and other important information about outdoor recreation in Maryland.

Maryland Department of Labor, Licensing and Regulation (DLLR) Division of Occupational and Professional Licensing

410-230-6231

dllr.state.md.us/license

DLLR's Division of Occupational and Professional Licensing is responsible for licensing and regulating the activities of individuals, corporations and partnerships. Twenty-three occupations and professions require licensing. For a complete listing go to dllr.state.md.us/license.

U.S. Department of Labor Foreign Labor Certification Employment and Training Administration

foreignlaborcert.doleta.gov

Foreign Labor Certification Program

Provides assistance to U.S. businesses that must file for labor certification for foreign workers hired on a seasonal, peak load, intermittent or permanent basis.

Maryland Department of the Environment Permits Service Center

410-537-3000

mde.maryland.gov

MDE provides compliance and permitting assistance for small businesses with air, waste and water permits. MDE's Environmental Permits Service Center provides pollution prevention information and assistance to businesses. Free, on-site pollution prevention opportunity assessments are available through the University of Maryland Manufacturing Assistance Program.

Business Growth

Workforce Development

Maryland Apprenticeship and Training Program (MATP)

410-767-2246

dllr.maryland.gov/labor

Maryland Department of Labor, Licensing and Regulation's MATP provides free technical assistance for employers who wish to establish apprenticeship programs, combining full-time employment with related classroom instruction. More than 3,000 Maryland employers participate in 100+ skilled trades and crafts throughout Maryland.

Maryland Workforce Exchange

410-767-2173

mwejobs.maryland.gov

Maryland Workforce Exchange provides local, statewide and national exposure of job openings through the web-based CareerNet, which is linked to the America's Job Bank website. The one-stop recruitment centers provide access to telephones, fax machines, copiers and the Internet. Assistance is available with recruitment of veterans, minorities and

individuals with disabilities to help businesses meet their Equal Employment Opportunity affirmative action requirements.

Maryland WorkSmart Program

443.840.4641 or 410.916.9198

mdacc.org/programs-training/employee-training

The Maryland WorkSmart Program offers Maryland businesses an array of customized, relevant workforce training solutions. Using the strength of the Maryland community college network, WorkSmart staff will identify or build workforce training to meet your needs. Training takes place at Maryland WorkSmart centers located at every community college across the state or onsite at your business location.

Workforce Investment Act (WIA)

410-767-2825

dllr.maryland.gov

Initiatives under WIA provide assistance to businesses through on-the-job training (OJT) and customized training programs. Under the OJT program, employers hiring eligible job seekers may receive financial assistance for training provided within the OJT contract period. The OJT contract is a vehicle for developing job skills for the new employee, but it also helps defray the employer's up-front training costs. In addition, employers requiring specific job skill sets may need training components to provide incumbent workers and new employees with these new job skills. Customized training programs provide workers with tailored job skills.

Procurement and Certification

Business to Government (B2G)

commerce.maryland.gov/b2g

The Maryland Department of Commerce offers resources to assist businesses seeking to work with state and federal government agencies. The resources include a "how-to" guide, state and local resources contacts, federal and state contracting opportunities, news and events as well as upcoming government contracting events.

eMaryland Marketplace

emaryland.buyspeed.com

Maryland uses web-based eMaryland Marketplace to create solicitations, accept bids and make awards, and purchase goods through on-line catalogs. Eligible organizations include state agencies, counties,

cities, towns, enumerated school districts or any other political subdivision of the state. For additional information or to register, visit the DGS website.

Maryland Department of Transportation (MDOT) Minority/ Disadvantaged Business Enterprise Program

410-865-1269 or 800-544-6056

mdot.state.md.us

MDOT is the uniform certification agency for Maryland. It conducts certification reviews for all state agencies, including MDOT agencies with federal regulatory responsibility, such as the Maryland Aviation Administration, the Maryland State Highway Administration and the Maryland Transit Administration.

Small Business Reserve Program

410-697-9606

emaryland.buyspeed.com

The Small Business Reserve Program, administered by the Governor's Office of Small, Minority & Women Business Affairs through the Department of General Services (DGS), requires 22 state agencies to reserve 10% of the value of their annual procurements for bidding by qualified small businesses as prime contractors. Small business owners may register at the DGS website and click on the Small Business Reserve icon.

Maryland Procurement Technical Assistance Center (PTAC)

301-403-2740

mdptac.org

PTAC is a program of the Maryland Small Business Development Center Network (SBTDC) designed to help small and minority businesses identify, bid on, and perform on federal government prime and sub-contracts. PTAC is funded by the State of Maryland, the Defense Logistics Agency, and hosted by the University of Maryland, College Park.

Governor's Office of Small, Minority & Women Business Affairs

410-767-8232

goma.maryland.gov

Maryland's "one-stop shop" for information and support to help women and minority businesses navigate the state's procurement and certification processes. GOMA acts as ombudsman for more than 200,000 minority and women-owned businesses

throughout the entire business lifecycle. GOMA oversees the state's Minority Business Enterprise (MBE) program for all state agencies.

Companies that receive certification as a Minority Business Enterprise/Disadvantaged Business Enterprise (MBE/DBE) gain greater exposure for work opportunities on state and federally funded projects. The names of all certified firms appear in the MBE/DBE Directory, a reference manual that is widely distributed to all state departments, agencies, local governments, contracting, and business communities and the general public.

Maryland Department of General Services, Small Business Preference Program

410-767-1492

dgs.maryland.gov/small-business

The Small Business Preference Program helps ensure that small businesses receive a portion of the state's total purchases of equipment, materials and supplies. Once a small business is certified, it may participate in the required bidding process. Bids under this program are solicited from small and regular bidders.

Maryland Defense Network

MarylandDefenseNetwork.org

MDN is a secure, interactive, online market research database of supply chain networks of defense contractors. This free, interactive mapping tool is available to member companies and economic development experts and helps Maryland businesses within the supply chain identify potential subcontractors and form potential teaming relationships and partnerships.

United States Small Business Administration [8(a)] Business Development Program

1-800-827-5722

sba.gov/8abd

The SBA [8(a)] Program assists minority businesses by improving their ability to compete on an equal basis in the mainstream of the American economy. The program uses one-on-one counseling and training workshops, offers assistance in expanding into contracting activity with the federal government and provides information on the process of meeting financial and bonding needs. To participate a business must be at least 51% owned and operated by an individual certified as socially and economically disadvantaged and must have been in existence two full years before applying.

Technology Development

Are you an entrepreneur looking to develop, transfer or accelerate a technology-based product? Check out these dynamic state collaborators and partners:

Maryland Technology Development Corporation (TEDCO)

410-740-9442 or 800-305-5556

tedco.md

TEDCO facilitates the transfer of technology from university and federal laboratories to the private sector and offers funding programs to support collaborative research and product development, accelerating the growth of emerging technology companies in critical and high-growth sectors.

Maryland Industrial Partnerships Program (MIPS)

301-405-3906

mips.umd.edu

MIPS provides matching state funds for joint industry/university research and development projects in engineering, computer technology, physical sciences and life sciences. The Maryland Department of Commerce provides funding to the University of Maryland's engineering research center to support departmental projects.

University of Maryland Technology Advancement Program (TAP)

301-405-3906

tap.umd.edu

TAP is a leading incubator that assists early-stage companies in achieving their goals. TAP provides a unique bundle of services and resources to speed the maturation of young firms, ranging from intense mentoring and funding introductions to extensive technical resources and a low-cost infrastructure.

Maryland Technology Enterprise Institute (MTECH), Bioprocess Scale-Up Facility

301-405-3906

mtech.umd.edu

The Bioprocess Scale-Up Facility (BSF) is MTECH's modern bioprocessing laboratory dedicated to the development and scale-up of biotechnology products and processes. The BSF has helped accelerate the R&D of local biotechnology leaders as well as assist Maryland biotech startups throughout the state.

Business Development

Advance Maryland

410-767-5675

commerce.maryland.gov/advance

Advance Maryland, jointly financed by the Maryland Department of Commerce and the Economic Alliance of Greater Baltimore, in conjunction with the Edward Lowe Foundation, provides market research and intelligence to second-stage entrepreneurs, helps address unique business challenges and identifies new business opportunities. Advance Maryland research teams analyze information in five key areas: core strategy, market dynamics, qualified sales leads, and innovation. The intelligence is compiled by mining sophisticated databases, leveraging search engine optimization tools and utilizing social media marketing and geographic information systems. This process is conducted with the client via private conference calls and secure online workspace.

Applicants should:

- Be a for-profit, privately-held company headquartered in Maryland.
- Generate annual revenue or working capital of between \$1 million and \$50 million.
- Employ between 10 and 99 full-time employees.
- Demonstrate growth in employment and/or revenue during two of the past five years.
- Provide products or services beyond the local area to regional, national or global markets.

Export Assistance

410-767-6300

commerce.maryland.gov/exports

The Maryland Department of Commerce Office of International Investment and Trade (OIIT) offers export assistance for small and mid-sized Maryland companies and coordinates international trade and investment missions and trade show opportunities for Maryland companies.

Export MD

Maryland companies that receive an ExportMD Award are eligible to be reimbursed for up to \$5,000 in expenses associated with an international marketing initiative.

Employee Health Care Insurance

Maryland Health Connection Exchange (MHCE)- Small Business Health Options Program

855-642-8572

marylandhealthconnection.gov/business-owners

MHCE is the state's official health insurance marketplace where businesses, with 50 or fewer full-time-equivalent employees, can compare and enroll their employees for health insurance coverage using the **Small Business Health Options Program (SHOP)**.

In addition, the **Small Business Health Care Tax Credit** is available for plans purchased through the MHCE and may be claimed for any two consecutive years beginning in 2014. Small businesses will still be able to deduct any premium costs not covered by the tax credit. If you are a qualifying small business, up to 50% of your contribution to employee premiums (or 35% if a tax-exempt small employer) may be covered by the tax credit.

Capital Resources

The Maryland Department of Commerce provides specialized finance programs and tax credit incentives for entrepreneurs, veteran-owned businesses and small, minority and women-owned businesses offering assistance with a variety of needs including:

- Modernization of manufacturing equipment
- Land acquisition and infrastructure improvements
- Machinery and equipment purchase
- Development of commercial opportunities
- Financing for the economically disadvantaged

To learn more about the programs below call the Department's **Office of Finance Programs at 877-821-0099** to help determine your eligibility for certain programs or visit commerce.maryland.gov/loans-grants.

Military Personnel and Veteran-Owned Small Business Loan Program

MPVSBLP provides no-interest loans of up to \$50,000, from one to eight years, for businesses owned by military reservists, veterans, National Guard personnel and for small businesses that employ, or are owned by, such persons.

Maryland Small Business Development Financing Authority

Provides financing for small businesses that are not able to qualify for financing from private lending institutions or are owned by socially and economically disadvantaged persons.

Maryland Economic Development Assistance Authority Fund

A flexible, broad-based program providing below market, fixed rate direct assistance to growth industry sector businesses, locating or expanding in Priority Funding Areas of the state. Funding for special purpose programs include arts and entertainment, brownfields, child care centers and seafood and aquaculture.

Maryland Economic Adjustment Fund

Assists business entities in the state with modernization of manufacturing operations, development of commercial applications for technology, and exploring and entering new markets.

Maryland Industrial Development Financing Authority

Encourages private sector financing in economic development projects located in Priority Funding Areas. MIDFA can be used for land acquisition, building acquisition, construction costs, machinery and equipment, furniture and fixtures, leasehold improvements, certain eligible "soft costs," energy-related projects and working capital.

Small, Minority and Women-Owned Business Account-Video Lottery Terminal Fund (VLT)

The VLT program uses state funding from video slot machines taxes to provide capital financing to small, minority and women-owned businesses in Maryland. The Maryland Department of Commerce administers the program with the assistance of eligible fund managers who oversee the distribution of the funds. For more information about VLT, contact the fund manager in your area:

Anne Arundel Economic Development Corporation

"Volt Program"

[aaedc.org/financial-services-loans/
vlt-small-business-loans](http://aaedc.org/financial-services-loans/vlt-small-business-loans)

410-222-7410

Baltimore County Department of Economic and Workforce Development

“Boost Program”

bcboostfund.org/about

410-887-8000

Baltimore Development Corporation

“VLT Revolving Loan Fund”

baltimoredevelopment.com/loans/#VLT

410-837-9305

FSC First

“Flex Fund”

fscfirst.com/programs

301-883-6900

Howard County Economic Development Authority

“Catalyst Fund”

hceda.org/grow-a-business/catalyst-fund.aspx

(410) 313-6500

Maryland Capital Enterprises, Inc.

marylandcapital.org/services/business-loans

(410) 546-1900

Meridian Management Group, Inc.

“Maryland Casino Business Investment Fund”

www.mcbif.com/the-fund/

(410) 333-4270

Tri County Council for Western Maryland

“SLoT Fund”

<http://www.tccwmd.org/programs/summit-financing-solutions/slot-fund.html>

(301) 689-1300

Tax Credits

Tax credits provide new and existing businesses in various activities, industries and geographic locations with the opportunity to reduce costs, spur investment and create jobs through targeted tax incentives.

For additional tax credit qualifications, certification or application assistance contact the Maryland Department of Commerce Office of Finance Programs at **877-821-0099** or go to **Funding & Incentives at commerce.maryland.gov/tax-credits**.

Biotechnology Investment Incentive Tax Credit

BIITC provides an investor with income tax credits equal to 50% of an eligible investment in a Qualified Maryland Biotechnology Company (QMBC). A single QMBC may not receive benefit of credits exceeding 15% of the total program appropriation for each fiscal year. The program supports investment in seed and early stage biotech companies to promote and grow the biotech industry in Maryland. If the QMBC is located in Allegany, Dorchester, Garrett or Somerset counties, the BIITC increases the amount of the credit provided for an investment to 75% (not to exceed \$500,000).

Cybersecurity Investment Incentive Tax Credit

CIITC provides a refundable income tax credit to Qualified Maryland Cybersecurity Companies (QMCCs) that secure investment from investors. A QMCC may receive a credit equal to 33% of an eligible investment in the QMCC. A QMCC is limited to \$250,000 for each investor, each fiscal year. A single QMCC may not receive total credits exceeding 15% of the total program appropriation for each fiscal year. If the QMCC is located in Allegany, Dorchester, Garrett or Somerset counties, the CIITC increases the amount to 50% (not to exceed \$500,000).

Employer Security Clearance Costs Tax Credit

ESCC provides income tax credits for expenses related to federal security contracts. Businesses that incur qualified federal security clearance administrative expenses may qualify for a tax credit up to \$200,000. The business may qualify for a 50% tax credit up to \$200,000 for costs related to constructing or renovating a Sensitive Compartmented Information Facility (SCIF).

Enterprise Zone Tax Credit

The EZ program provides real property and state income tax credits for businesses located in a Maryland Enterprise Zone in return for job creation and investments. Businesses located in Focus Areas may also be qualified for personal property tax credits on new investment in personal property and enhanced income tax credits for creating new jobs.

Hire Our Veterans Tax Credit

Provides a state income tax credit to small qualified businesses (50 or fewer full-time employees) for hiring qualified veterans. (See inside back cover for details about this exciting, new incentive.).

Job Creation Tax Credit

Businesses that create a minimum number of new full-time positions may be entitled to state income tax credits of up to \$3,000 per job or \$5,000 per job in a “revitalization area.”

More Jobs for Marylanders Tax Credit

Created for new and existing manufacturing businesses. (See inside front cover for details about this exciting, new incentive.)

One Maryland Tax Credit

Businesses that invest in an economic development project in a “Qualified Distressed County” and create at least 25 new full-time jobs may qualify for up to \$5.5 million in state income tax credits.

Research and Development Tax Credit

Maryland businesses that incur Maryland qualified research and development expenses, may be entitled to a tax credit if eligible and certified by Maryland Commerce.

Wineries and Vineyards Tax Credit

Provides an income tax credit of 25% of qualified capital expenses made in connection with the establishment of new wineries or vineyards, or the capital improvements made to existing wineries or vineyards in Maryland.

Other Maryland Financing and Incentive Programs

Maryland Department of Housing and Community Development (DHCD) Division of Neighborhood Revitalization

301-429-7408

dhcd.maryland.gov/business

DHCD's Division of Neighborhood Revitalization (NR) is committed to empowering communities through its programs for loans, grants, technical assistance and tax credits. Assistance through NR is designed to serve as a tool for communities, business and organizations to leverage additional funding from investors, foundations and local governments. Programs are available to businesses that are or will be situated in Maryland's sustainable communities and priority funding areas.

Maryland Capital Access Program (MCAP)

301-429-7408

A revitalization resource to support the growth and success of small businesses in Priority Funding Areas throughout the State of Maryland. This is a credit enhancement program that enables private lenders to establish a loan loss reserve fund from fees paid by lenders, borrowers, and the State of Maryland. Communities that have small businesses receiving financing through loans enrolled will benefit from new or expanded services provided by the small businesses.

Maryland Linked Deposit Program

301-429-7408

Reduces the interest rate on loans obtained from participating banks. Certified MBEs that notify the Maryland DHCD prior to obtaining qualifying loans from enrolled financial institutions may be able to receive up to a 2% discount on their loan(s).

Microenterprise Loan Program

301-429-7408

Expands opportunities for microenterprise development, creates new opportunities for small business development and sustains local economies in Maryland communities. The program is designed to provide entrepreneurs with flexible financing for microenterprise start-ups and expansions. DHCD has established partnerships with community-based microlenders as Intermediaries that originate and administer the loans.

Neighborhood Business Works Program

301-429-7408

Provides flexible gap financing in the form of below-market interest rate loans to small businesses and nonprofit organizations locating or expanding in locally designated neighborhood revitalization areas.

Work Opportunity Tax Credit

Maryland Department of Labor, Licensing and Regulation

410-767-2047

dllr.maryland.gov

This one-time federal tax credit is available to employers who hire new employees from a qualified population of low-income groups, including workers

with disabilities. The credit is up to 40% of the first \$6,000 in paid wages if the individual works a minimum of 180 days or 400 hours; or up to 25% of the first \$6,000 in paid wages if the individual works a minimum of 120 hours but less than 400 hours. An employer may claim an unlimited number of employees.

Small Business Health Care Tax Credit

410-235-9000

smallbusinessstaxcredits.org

Small employers with fewer than 25 full-time equivalent employees and average annual wages of less than \$50,000 that purchase health insurance, including dental and vision, for employees are eligible for the federal tax credit. To be eligible for a tax credit, the employer must contribute at least 50% of the total premium cost. Businesses that receive state health care tax credits may also qualify for the federal tax credit.

Incubators and Accelerators

If your business is new or just getting started, Maryland's 30+ business incubators offer early stage companies shared resources, business assistance, and access to equipment and facilities. Go to **commerce.maryland.gov/incubators** for an easy-to-use tool that filters incubators by industry sector and/or regions within the state.

Accelerator programs also help new entrepreneurs gain the tools, skills, mentorship and advice they need to build a valuable company. To learn more go to **commerce.maryland.com/accelerators** for a list of Maryland accelerators, technology organizations, entrepreneurship organizations and partners and other selected partners.

Key Maryland Business Financing Resources

Target Audience

Program Name and Sponsor

Small and disadvantaged businesses that do not meet the established credit criteria of financial institutions and consequently are unable to obtain adequate business financing on reasonable terms through normal financing channels.

Maryland Small Business Development Financing Authority

At least 50% of the VLT allocations will be deployed to small, minority and women-owned businesses located within certain targeted areas of the six casinos. The other 50% will be available to small, minority and women-owned businesses located throughout Maryland.

Small, Minority and Women-Owned Business Account – Video Lottery Terminal Fund

Businesses owned by military reservists, veterans and National Guard members called to active duty.

Military Personnel and Veteran-Owned Small Business Loan Program

Manufacturers, wholesalers, service companies and skilled trades.

Maryland Economic Adjustment Fund

Local, regional or statewide businesses in eligible industry sectors locating or expanding in a Priority Funding Area.

Maryland Economic Development Assistance Authority and Fund

Financial institutions lending to commercial and industrial businesses (with the exception of retail), manufacturers, not-for-profit entities and day care providers.

Maryland Industrial Development Financing Authority

For additional information go to: commerce.maryland.gov/loans-grants or contact the Office of Finance Programs at 877-821-0999.

Products	Uses
Loans Loan Guarantees Equity Investments Contract Financing Guarantees/Bonds	Working capital, supplies and materials, machinery and equipment acquisition, land acquisition or real estate improvements. Purchase of an existing business, construction or renovation bid, performance and payment bonds for contracts, which receive the majority of their funding from federal, state or local government.
Loans	Business acquisition, commercial real estate acquisition, building improvements, equipment purchase, leasehold improvements, business startup costs and working capital.
No-Interest Loans	Acquisition of equipment or for the payment of other necessary expenses, including general business expenses necessary to start or sustain a business.
Loans	Working capital, machinery and equipment, building renovations, real estate acquisitions and site improvements.
Loans Conditional Loans Grants Investments	Land acquisition, infrastructure improvements, buildings, fixed assets, leasehold improvements, working capital, studies, strategic plans, revolving loan funds and special purposes.
Loan Guarantees Bonds	Land acquisition, building acquisition, construction costs, machinery and equipment, furniture and fixtures, leasehold improvements, certain eligible "soft costs," energy-related projects and working capital.



Hire Our Veterans Tax Credit

Signed into law on April 18, 2017, the Hire Our Veterans Act created an employer tax incentive program designed to promote the employment of veterans. The program provides up to \$1,800 in state income tax credits to small businesses each time they hire a qualified veteran. Small businesses are able to earn tax credits for each veteran they hire, up to 5 veterans per year.

The credit equals 30% of the wages that the business paid to a qualified veteran employee, up to a maximum of \$1,800 for each qualified veteran employee hired on, or after, January 1, 2017. This credit is only available for wages paid during the qualified veteran's first year of employment. A business may claim up to 5 qualified veteran employees for a maximum of \$9,000 credit for each taxable year. The total amount of credits available each year is capped at \$500,000, and approvals of the tax credit certifications are on a first-come, first-served basis.

commerce.maryland.gov/HireVets



Maryland

DEPARTMENT OF COMMERCE

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Larry Hogan, Governor | Boyd Rutherford, Lt. Governor