



COOPERATIVES IN DEVELOPMENT (CID) MINI-GRANT PROGRAM

APPLICATION GUIDELINES 2019

MCDC's Mission: The Madison Cooperative Development Coalition (MCDC) is a collaborative of community-based organizations, labor unions, and cooperative developers. MCDC works to support the growth and creation of worker cooperatives, specifically addressing the factors affecting local communities of color, low wealth and traditionally excluded workforces. The goal is to create a sustainable system that will combat poverty, empower workers, and increase equity in order to strengthen Madison's long-term economic health.

The aim of the CID Mini Grant Program is to provide groups with the support they need to develop a new worker cooperative or to convert an existing business to a worker cooperative. Grant funds can be used to cover the cost of the following types of education and technical assistance. Grant funds can be used to cover education and technical assistance including but not limited to:

- Training and education on the cooperative business model
- Training in bookkeeping and QuickBooks
- Assistance from attorneys or accountants familiar with the cooperative model
- Feasibility study and business plan development
- Marketing plan, logo, and website development
- Education, organizing, and benefits assistance with local labor unions
- Training on racial, ethnic, and class-based disparities/cultural competency
- Language translation and interpretation

Maximum Award: Applicants can request up to \$10,000. MCDC may not be able to offer this grant twice to the same co-op.

Application Timeline: *Applications are reviewed on a rolling basis.*

Applicants may be asked to respond to follow up questions before a funding decision is made. Applicants will be notified of their status in a timely manner. The goal is to communicate a response within six (6) weeks or less of receiving the application.

Eligibility Criteria: Applicants must be residents of Madison or the business must be located in Madison. The applicant does not need to have experience with the cooperative business model, but must fill out the CID Intake Form and agree to MCDC's reporting, training, and evaluation requirements.

Application Process: To apply for a mini grant, please complete a CID Intake Form and submit a document with the information listed below to MCDC Coordinator Charity Schmidt, at charity.schmidt@wisc.edu.

- Applicant information
 - Business name (if available)
 - Business address (if available) or
 - Name, phone number, address, and email address of primary contact person.
- Description of the product(s) or service(s) your co-op will offer.
- Description of how your co-op contributes to achieving the mission of MCDC (found at the start of this document).
- List of key organizers and their relevant experience or expertise in cooperatives, unions, and/or business development. You need at least three (3) organizers to be eligible.
- List of community-based organizations you will be working with (if any) and how you will work together.
- Description of how this grant will impact the development of your cooperative. Include at least three (3) expected outcomes.
- Budget that describes how the grant funds will be spent.
- Timeline of development for your cooperative.

Applications will be sent to the City of Madison for final approval by the Common Council. If you have additional questions about MCDC or the CID Mini Grant Program, please contact Charity Schmidt at

charity.schmidt@wisc.edu or 608-262-5905.