**Appendix D: BUSINESS SCORING MATRIX, EXAMPLE**

**PLEASE NOTE: THIS BUSINESS SCORING MATRIX IS AVAILABLE AS A RESOURCE, IT IS NOT REQUIRED FOR APPLICATION SUBMISSION.**   
**Local entities can rank and prioritize eligible businesses within their districts using whatever transparent process they see fit.**



**HELPFUL HINT**

How to use this tool:

1. Determine if/how you want to prioritize your business applicants locally (examples below).
2. Once you’ve decided which supplemental factors will be used for your local evaluation, update the Local Business Worksheet document.
3. Finalize, distribute and then collect the Local Business Worksheet from interested businesses.
4. Use the Business Scoring Matrix (below) OR your own scoring document to determine if a business is eligible for funding.
5. Use the Business Scoring Matrix (below) OR your own scoring document to determine if a business meets your local priorities for funding.
6. Select the business for inclusion with your application.

**EXAMPLE BUSINESS SCORING MATRIX ON NEXT PAGE**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Business Scoring Matrix** | | | | | | | | | | | | | | | |
| **Business Name** | **Step 1: Business Eligibility Verification** | | | | | | | **Step 2: Local Consideration** | | | | **Step 3: Selected for Funding** | | | |
| MEDC Eligibility Criteria | | | | | | | Local Eligibility Criteria | | | | Meets MEDC Eligibility | Meets Local Eligibility | Recommended for funding | |
| Business is located within the boundaries of the community that the applicant serves | Business is located within a traditional downtown, historic neighborhood commercial corridor, or area planned and zoned for concentrated commercial development | Business sells products or services face-to-face AND has a physical brick and mortar store front | The business is operating as a for profit or non-profit | The business is headquartered in Michigan | The business is **NOT** a franchise, located in a strip mall, a “big box” retailer, or a business whose primary sales come from marijuana, CDB, and/or tobacco | The business has **NOT** received Match on Main grant funds within the last 24 months (This DOES NOT include Match on Main – COVID-19 award) | Business has completed Local Business Worksheet **AND** has identified an eligible project | Local Priority #1 | Local Priority #2 | Local Priority #3 | Put an X if the business qualifies | Put an X if business meets local eligibility | Recommending Business for Funding |
| Ex. Courtney Dress Shop | X | X | X | N/A | X | X | X | X | X | X | X | X | X | X |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |