



U.S. Small Business Administration

State Trade and Export Promotion Grants Program

November 2010

The State Trade and Export Promotion Grant (STEP) Program, created by the Small Business Jobs Act, will provide grants to States for small business exporting assistance programs. The aim of the STEP Program is to increase the number of small businesses that are exporting and increase the value of exports for those small businesses that are currently exporting. These goals build on the President's National Export Initiative which is working to double U.S. exports and give America a stronger competitive edge in the global market.

Basic Program Information

- The STEP Grant Program is a 3-year pilot program that aims to increase the number of small businesses across America that are exporting goods or providing services.
 - States receiving STEP grants must use the money to carry out exporting programs that assist small businesses through participation in:
 - a foreign trade mission;
 - a foreign market sales trip;
 - a subscription to services provided by the Department of Commerce;
 - the payment of website transaction fees;
 - the design of international marketing products or campaigns;
 - a trade show exhibit; or,
 - participation in training workshops or any other export initiative deemed appropriate by the SBA's Office of International Trade's Associate Administrator.
 - Priority may be given to a State that focuses on socially- and economically-disadvantaged small businesses, women-owned small businesses or rural small businesses as part of an export promotion program. Additional priority may be given to applications that promote exports that are not from the 10 states with the highest export volumes or applications that promote new-to-market opportunities to the People's Republic of China.
 - Awards for the first year of the STEP Pilot program are expected to be issued during the Summer of 2011.
 - A total of \$30 million is authorized for STEP grants for each of Federal fiscal years 2011, 2012 and 2013.

- The federal share of the STEP project costs for a state with high export volume will be not more than 65%. The federal share of project costs for a state that does not have high export volume will be not more than 75%.
- The grant recipient must provide the remainder of the cost through non-federal match comprised of not less than 50% cash and not more than 50% of indirect costs and in-kind contributions.
- Grants will be awarded on a competitive basis
 - Each award will be made for 12-month periods.
 - A state can apply each year of the three-year pilot but each state can only submit one application for a grant each fiscal year.

Proposal Process

Proposals must be prepared based on program announcement NO.OIT-STEP-2011-01 and the applicant must apply online during the application period at www.Grants.gov.

- Only one proposal will be considered per state each fiscal year and only proposals with written endorsement of the Governor may be submitted.

Please email questions about the STEP Grant Program to: STEP@sba.gov

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