

**281—56.41 (259) Business plan feasibility study procedure.** Information and materials are available from the division and the department for the blind.

**56.41(1) Submittal.** The client shall submit the client's business plan feasibility study to the client's counselor if the study is completed at the time application is made or to the business development specialist if the business plan feasibility study is completed after application approval.

**56.41(2) Review.** The business plan feasibility study will be reviewed, evaluated, and scored by the business development specialist using a 100-point system. A business plan feasibility study receiving a minimum score of 75 points, with at least 15 points per section, will be recommended for financial assistance funding. Generally, the business development specialist will review the client's business plan feasibility study within 30 days of submission and will make recommendation for next steps to all parties involved.

**56.41(3) Evaluation factors.**

*a. Personal sense: 0-20 points.* Is the personal credit report sufficient to be considered for financial support or loans? If the credit report documents serious delinquencies or derogatory indicators or remarks, or includes adverse data from public or collection information sources, how have these issues been addressed or resolved? Are there other outstanding debt obligations which have been self-reported? Is there evidence that consideration and solutions/accommodations were given to possible barriers that might result due to disability?

*b. Business sense: 0-20 points.* Does the business plan feasibility study contain a well-written executive summary, business description, and operation and management plan?

*c. Market sense: 0-20 points.* Does the business plan feasibility study include details about market research and analysis as well as a market plan?

*d. Financial sense: 0-20 points.* Does the business plan feasibility study include details of capital requests, projected financials, and, where applicable, historical financials?

*e. Other content area: 0-20 points.* Does the business plan have a title page, table of contents, and appendix containing supporting documents?

**56.41(4) Appeal of denial.** If funding is denied based upon a low evaluation score, an applicant may appeal the decision to the division or department for the blind, consistent with the appeal processes of the agencies.