

**PROGRAM PURPOSE**

The Recovery Act permanently changed the requirements for job creation from 1 job per \$50,000 to 1 job per \$65,000. In addition, the Recovery Act permanently changed the 504 program to allow borrowers to refinance a portion of debt incurred as part of an expansion project.

**PUBLIC BENEFIT**

Refinancing increases the viability of small businesses through the restructuring of project debt while assisting in the expansion of the small businesses. These benefits translate to retention and creation of more jobs through greater resources in the hands of small business owners and more opportunities for continued small business growth in communities across the U.S.

<b>QUICK PROJECT FACTS</b>	
<b>Project Description</b>	Increase job creation goals and provide debt refinancing as an eligible use of proceeds on 504 expansion projects.
<b>Appropriated Funds</b>	-0-
<b>Implementation Timeline</b>	2/17/09 – 5/27/09
<b>Program Sunset</b>	None
<b>RESOURCES</b>	
<b>Exec. Sponsor</b>	Eric Zarnikow
<b>Team Lead</b>	Bin McConnell
<b>Offices Involved</b>	OFA, OCFO, OFO, OCPL, OGC, OCRM, PMO, & OCIO <sup>1</sup>

**PROGRAM DETAILS**

- Job creation/retention changed from 1 job per \$50,000 to 1 job per \$65,000
- Permit a limited amount of debt refinancing through the 504 program.

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<sup>1</sup> See Glossary of Office Names

**PROJECT PLANS**

Milestones for this project are listed below. Progress will be measured against the planned delivery dates. The due dates listed below for notices and other major documents to be issued by the Agency incorporate a two to three week period between the initial drafting of the document and final clearance and publishing. During that period, the document must be cleared by all major offices in the Agency and by OMB.

<b>Milestones (Accountable office[s])</b>	<b>Due Date</b>	<b>Status</b>	<b>Comments</b>
<b>Planning Phase</b>			
Identify project tasks	3/23/09	Completed	
Perform Risk Assessment (ORM, Workgroup)	4/27/09	Completed	
Implement Risk Mitigation Plan (ORM, Workgroup)	5/22/09	Completed	
<b>Execution Phase</b>			
Issue Information Notice (Job Creation)	4/2/09	Completed	
Publish Federal Register Notice (Job Creation)	4/10/09	Completed	
Submit Policy Notice for OMB Approval	4/28/09	Completed	
Submit Press Release for OMB Approval	4/28/09	Completed	
Submit Training Materials for OMB Approval	4/28/09	Completed	
Submit Regulations for OMB Approval	4/30/09	Completed	
Submit Revised Forms for OMB Approval	5/01/09	Completed	
Issue and Publish Revised Forms	5/27/09	Delayed	The forms are currently being reviewed by OMB. New due date: <del>06/15/09</del> 07/17/09
Publish Regulations (Debt Refinancing)	5/27/09	Delayed	The regulations are currently being reviewed by OMB. New due date: <del>06/15/09</del> 07/17/09
Issue Policy Notice (Debt Refinancing)	5/27/09	Delayed	The policy notice is currently being reviewed by OMB. New due date: <del>06/15/09</del> 07/17/09
Issue Press Release	5/27/09	Delayed	The press release is currently being reviewed by OMB. New due date: <del>06/15/09</del> 07/17/09
Provide industry and field with training regarding changes	5/27/09	Delayed	The materials are currently being reviewed by OMB. New due

			date: 06/13/09 07/17/09
<b>Evaluation Phase</b>			
Monitor program performance (OCFO, PMO, Steering Committee, Workgroup)	Ongoing	Ongoing	

Dates in the chart above are subject to change based on final policy decisions and external factors. These factors may include the need to execute third-party contracts; recruit, hire and train additional staff; obtain necessary external approvals; and create or modify required systems. Project Plans will be re-baselined and updated as necessary.

**TRANSPARENCY AND ACCOUNTABILITY**

To report progress on the implementation of this project, SBA will regularly update the Milestones table set forth above to report on the status of milestone attainment. Updated Project Plans will be published on SBA’s Recovery web site: <http://www.sba.gov/recovery/agencyplans>.

In addition, SBA will generate a Program Performance Overview Report, which will contain detailed financial and performance information pertaining to all SBA Recovery Act programs. Information contained in the Program Performance Overview Report will be updated periodically and published on SBA’s Recovery web site.

**MONITORING AND EVALUATION**

The SBA developed an agency-wide framework to ensure timely and effective implementation of Recovery Act projects to support America’s small businesses. The SBA Recovery Act Steering Committee, comprised of senior SBA leadership, meets every week to review, evaluate and assess the status and results of each SBA-related Recovery Act project.

The CDC Lending project is managed by a team. Project teams, which meet several times each week, and supporting offices are held accountable for on-time completion of project milestones and deliverables. Project teams also meet regularly with the Performance Management Office to track metrics and milestones, which are reported weekly to the Steering Committee.

The Steering Committee reviews reports to identify:

- Progress made toward each project milestone
- Factors that have the potential to slow implementation or decrease effectiveness
- Effectiveness of each project measured against expected outcomes
- Success of any implemented adjustments made to strategies, services and project
- Effectiveness of risk mitigation strategies

**GLOSSARY OF OFFICE NAMES**

- CLA = Office of Congressional & Legislative Affairs
- DFC = Denver Finance Center

M&A = Office of Management & Administration  
OCA = Office of Capital Access  
OCFO = Office of the Chief Financial Officer  
OCIO = Office of the Chief Information Officer  
OCPL = Office of Communications & Public Liaison  
OCRM = Office of Credit Risk Management  
OED = Office of Entrepreneurial Development  
OFA = Office of Financial Assistance  
OHCM = Office of Human Capital Management  
OFO = Office of Field Operations  
OGC = Office of General Counsel  
OPGM = Office of Procurement & Grant Management  
OPP = Office of Policy & Strategic Planning  
ORM = Office of Risk Management  
PMO = Performance Management Office