



STEP Fund - Small Business Grant for Exporting

The U.S. Small Business Administration (SBA) has awarded the Oklahoma Department of Commerce with State Trade Expansion Program (STEP) grant funding to assist eligible small businesses with export development. The objective of this program is to increase the overall number of small business exporters and increase their export sales by helping businesses diversify by entering international markets.

Funded Services

The Oklahoma STEP grant is a matching grant reimbursing up to 85 percent of allowable expenses:

- Domestic or foreign trade shows
- Foreign trade missions led by the Oklahoma Department of Commerce
- Participation in export training workshops
- E-commerce translation, and website optimization services
- U.S. Commercial Services
- Other allowable and approved activities

The program will offer assistance of up to \$28,000 per company under the STEP 10 grant.

Eligibility Requirements

To be eligible, an applicant must meet the following requirements:

- Own an Oklahoma based business which has been in business for not less than 1 year, as of the date on which assistance is provided
- Be a For-Profit Business
- Meet the SBA definition of a small business (SBA size standards 13 C.F.R. Part 121)
- Have export products/services that contain a majority of U.S. content (51 percent or higher)

Use of Funds & Grant Requirements

Eligible Oklahoma businesses may apply to receive reimbursements for up to 85 percent of pre-approved, allowable, export-related expenses up to the maximum amount. Each activity has their own maximum allowable costs. Designated export trade shows and matching grant reimbursement are capped at two people per company per show. The maximum allowable for reimbursement varies for each show.

Application Process

Companies can apply for funds for one or more of these services. Events each have their own application deadlines. Companies must meet certain eligibility requirements in order to secure funding for trade shows. Grants are funded through a reimbursement process. To apply, visit okcommerce.gov/step.

Evaluation and Reporting

Companies receiving grants agree to provide the State with confidential information to document the successes achieved with the help of this grant through reports requesting information such as: number of leads received, business under negotiation and/or sales achieved and Oklahoma jobs created or retained as a result of the trade activities for which funding was granted. The State of Oklahoma is required by the SBA, as a condition of its funding for this program, to provide feedback on all activity in the form of progress reports collected quarterly from all STEP awardees through the end of the grant cycle period. Recipients of SBA grants acknowledge that their cooperation in this regard is a contingency of such funding.

FOR STEP GRANT QUESTIONS CONTACT:

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