

Minority Business Development Agency Capital Readiness Program Services
MBDA CRP Internal/External Client Engagement Form

The U.S. Department of Commerce Minority Business Development Agency’s (MBDA) mission is to foster the growth and global competitiveness of U.S. businesses that are minority-owned. MBDA accomplishes its mission by funding and working cooperatively with CRP Awardees that assist clients with facilitating transactions through referrals, business consulting, contract bid/proposal preparation, loan packaging, and/or matching contract opportunities and capital sources (i.e., loans, equity, bonding, etc.). In addition, MBDA CRP Awardees help clients to achieve their growth objectives by connecting them with prospective strategic partners through business-to-business matching, teaming arrangements, joint ventures, or other strategic advisory services.

Acknowledgement of Client Relationship

_____ (“client”) has engaged with MBDA Capital Readiness Program (CRP) Awardee _____ for business consulting or other services. The services provided by MBDA CRP Awardee to the client are subsidized through Federal appropriations. MBDA CRP Awardee agrees to provide one or more of the following services:

Access to Capital Access to Network Capacity Building Other

MBDA does not guarantee any particular outcome or business result on behalf of the client or associated third parties and is not liable for any outcomes or business decisions made by the client or associated third parties.

Acceptance of Client Relationship

The client agrees to: (a) acknowledge the relationship with MBDA CRP Awardee (as demonstrated in this agreement); (b) provide firm contact and profile information; (c) disclose to MBDA CRP Awardee outcome(s) based on the services provided to the client by MBDA CRP Awardee; and (d) provide documentary verification to MBDA CRP Awardee for transactions resulting from services provided pursuant to this engagement.

Privacy Disclosure and Information Use

By submitting this form, your company agrees to allow the MBDA CRP Awardee and/or MBDA to share this document, information contained therein, and any supplementary material provided by your company (collectively “Client Engagement Form”) on an as needed basis, with other United States Government agencies to carry out appropriate due diligence and more effectively advocate for your interests. The Client Engagement Form also may be used by MBDA and/or MBDA CRP

Awardee for the purposes of conducting research, studies, and analysis consistent with the MBDA mission as stated in the MBDA Act. The Client Engagement Form is considered business confidential and will not be shared with any other person or organization outside the U.S. Government unless the MBDA is given permission to do so by your company. All business confidential information will be protected from disclosure to the extent permitted by law.

Public Burden Statement

According to the Paperwork Reduction Act of 1995, no person is required to respond to a collection of information unless it displays a valid Office of Management and Budget control number. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. Your response is voluntary. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the:

Minority Business Development Agency
Office of the Chief Operating Office
Attention: Information Management Division:
1401 Constitution Avenue, N.W., Room 5612
Washington, DC 20230

Signature of Authorized Client Representative

Date

Print Name of Authorized Client Representative

Name of Business

Address

City, State, Zip

Telephone

E-Mail