**Alchemist Microenterprise Academy (AMA) Application**

Thank you for your interest in applying to Alchemist Microenterprise Academy (AMA)! AMA is a 12-week business training course designed to make sense of the confusing aspects of starting a food business. AMA serves aspiring food entrepreneurs from low-income populations or under-resourced communities. Not all applicants will be accepted. Qualified candidates must demonstrate compelling interest in becoming a food entrepreneur or improving or expanding an existing startup food business.

The cost to participate in the program is $300/business (includes up to 2 persons, additional persons can be added at $100/person). Program fee due upon acceptance, before the first session. If you submit a completed business plan by May 22 you will be returned $50!

Payment plans are available if program fee cannot be afforded to be made all at once.

Before submitting an application it is MANDATORY to attend one AMA Information Session. The sessions will be held live via Zoom from 6:00-7:00 pm every Tuesday between January 17th and February 7th. Alternatively, there is an on-demand information session available at alchemistcd.org/AMA

RSVP for the live on Zoom AMA Information Sessions at https://amaspring23info.eventbrite.com/

AMA Schedule:

Tuesdays from 6:00pm-8:00pm and Wednesdays from 6:00-8:00 on Zoom beginning March 7th and ending May 24th.

\*Subject to change. >83% attendance is required to complete and graduate from AMA (ie no more than 4 missed sessions).

Businesses in AMA will also be able to receive ServSafe Manager Certification for an additional fee.

The last day to submit applications is Sunday, February 12th by 11:59am PST.

CONFIDENTIALITY POLICY:

We will ask you to share some personal information to be able to determine the impact of the program on its participants once they are admitted and for grant reporting requirements. The information you share with us will remain strictly confidential (we will never externally identify you by name or share your personal information without your signed permission).

**Personal Information:**

Business Owner #1:

First Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Middle Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Last Name(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: ( ) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

AMA seeks to serve participants from low-income backgrounds or under-resourced communities. The following questions will provide some demographic information in pursuit of this goal. None of your answers to these questions will be automatically disqualifying.

What is your gender? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Do you meet the HUD Guidelines for Low Income (listed below) Yes [ ]  No [ ]

\*HUD Household Income Limits for Low Income

|  |
| --- |
| Number of Persons in Household |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| $56,750 | $64,850 | $72,950 | $81,050 | $87,550 | $94,050 | $100,550 | $107,000 |

What race/ethnicity do you identify as? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Do you identify as LGBTQIA+? Yes [ ]  No [ ]  Prefer Not to Answer [ ]

Do you have a visible/invisible disability? Yes [ ]  No [ ]  Prefer Not to Answer [ ]

If you answered yes to the question above, are there any accommodations that will help you access this program?

Are you a veteran or active duty member of the military? Yes [ ]  No [ ]

Do you have reliable access to the internet? Yes [ ]  No [ ]

Do you have reliable access to a computer? Yes [ ]  No [ ]

Do you have additional business owners? Yes [ ]  No [ ]  (If yes, we will reach out for additional information)

Do you have the availability and bandwidth in your schedule to attend the AMA classes on Tuesdays Wednesdays AND put in additional work writing your business plan between March 7-May 24th?

Yes [ ]  No [ ]  (If no, please answer the next question)

If you answered no to the previous question, please describe the obstacle preventing you from having this availability and bandwidth

**Business Information:**

Name of Food Business (if developed): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Website/Social Media Handles (if developed): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Type of Business (check all that apply):

[ ]  Packaged Food Business[ ]  Prepared Food Business [ ]  Other (specify) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please describe your food business and give examples of what food product(s) your business makes:

Please check the current status of your business:

[ ]  Novice (enthusiastic & passionate about food, but not sure where to start)

[ ]  Pre-venture (idea phase, no legal business documents or some legal documents)

[ ] New (1st Year) (secured legal business documents)

[ ] Existing (2+ years)

**Narrative Questions:**

We encourage you to use the narrative questions below to give us an idea of who you are, why you want to run a food business and why you would be a good fit for AMA. The answers to the narrative section is your opportunity to shine and highlight your business idea. These questions may be answered via written response or by emailing a creative document (i.e. video, presentation, etc.) to alchemistkitchen@alchemistcdc.org. If additional space is needed for written responses, supplemental responses can be emailed to alchemistkitchen@alchemistcdc.org.

1. Please describe why you are interested in starting or have started a food business. (Min. 500 characters)
2. Please describe what actions you have taken toward pursuing your business (permits, classes, recipe development, equipment purchased, etc.) and what support you have in building this business (both personal and professional) (Min. 100 characters)
3. Where do you see your business in the near-term (0-2 years)? (Min. 250 characters)
4. What is the long-term (5+ years) vision for your business? (Min. 250 characters)
5. Alchemist Microenterprise Academy's target participants are entrepreneurs facing significant challenges or barriers to starting or growing a business. Other than the information you've already put in this application, are there any other challenges or barrier you have faced or believe you may face trying to launch a food business. Please answer with honesty and vulnerability, as this helps us identify resources that we can pass on. Examples could include financial barriers, racial barriers, cultural barriers, gender barriers, etc.
6. What are you hoping to gain from this program? If you don't get into AMA, what is your plan for moving your business forward? (Min. 250 characters)

Which AMA Informational Session did you attend? (Circle one) \*It is mandatory to attend one AMA Informational Session.
January 17 January 24 January 31 February 7 On-Demand Info Session

Where did you hear about Alchemist Microenterprise Academy?