The State Trade and Export Promotion (STEP) Program is a national export initiative which makes matching-fund awards to states to assist small businesses in entering and expanding into international markets. Administered by the U.S. Small Business Administration’s Office of International Trade, the program’s objectives are to increase the number of U.S. small businesses that export and to increase the value of exports by small businesses.

The Chafee Center for International Business at Bryant University, in partnership with Commerce RI, is pleased to announce they have once again been awarded by the SBA the STEP program for fiscal year 2015-2016. The Program will begin September 30, 2015 and will expire on September 29, 2016.

STEP PROGRAMS AND SERVICES

The following programs and services are available to all RI STEP eligible companies:

**Professional Assistance**
Strategic Export Consulting, Global Market Research, Export Training, organized international Trade Missions and other trade events.

**Financial Assistance**
Eligible companies may apply for financial assistance for the following programs*:

- Foreign Trade Mission
- International Trade Show
- Export Training Seminars
- Website Translation/Translators/Interpreters
- International Marketing Campaigns
- Department of Commerce Programs

*See reverse side for more details.

For more information contact:
The John H. Chafee Center for International Business
Bryant University, 1150 Douglas Pike, Smithfield, RI 02917
Contact: Linda Woulfe, Assistant Director
Phone: (401) 232-6525 E-mail: lwoulfe@bryant.edu
STEP ELIGIBILITY

In order to be eligible for the RI STEP program, companies must meet the following criteria:

- Registered in RI as a for-profit business
- Meets the SBA definition of a “small business”
- Demonstrates an understanding of exporting
- Has been in business for one year
- Is operating profitably in the USA

Financial Assistance

Eligible companies may apply for financial assistance for specific activities designed to support export growth. All requests for financial assistance must be pre-approved prior to the start of the activity and are available on a reimbursement basis, subject to completion of the approved project and submission of all required materials. The following activities are eligible for consideration for STEP assistance*:

- **Rhode Island sponsored International Trade Events** (Trade Missions, Best of New England Pavilions) – Up to 100% Reimbursement for specific activities related to each event.

- **U.S. Department of Commerce Programs** (Gold Key, IPS, Single Company Promotion, etc.) – Eligible for up to 75% reimbursement, Maximum $2500

- **International Marketing Campaigns** (promotional materials, market research, in-country marketing assistance, etc.) – Up to 50% reimbursement, Maximum $3000

- **Export Trade Show Exhibits** (booth registration fees, exhibit design fees, etc.) – Up 75% reimbursement, Maximum $7500

- **Translations (Websites)** – Up to 75% reimbursement, Maximum $1500

- **International Training Programs** (in-house, Chafee Center sponsored, or other third party seminars) – Up to 50% reimbursement, Maximum $2500

- **Translators / Interpreters** – Up to 75% reimbursement, Maximum $1750

*Travel expenses, including air fare, hotels and meals are not eligible for STEP assistance.

For more information and to join STEP contact:
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