

**NAHCCF's MINORITY BUSINESS LITERACY AND EMPOWERMENT PROGRAM**  
**SCOPE OF WORK**  
**January through September 2024**

The Nashville Area Hispanic Chamber of Commerce Foundation (“NAHCCF”) shall provide services in the effort to support small businesses including Hispanic, minority and women owned, in Nashville, TN and Davidson County, TN. NAHCC shall manage \$75,000 provided by Metropolitan Government of Nashville and Davidson Co. to help breaking down barriers for Hispanic/Latinx entrepreneurs: **“Empowering Growth in Business”**

\$75,000 of the award shall be used to provide informational content to small, Hispanic/Latinx owned, minority and women owned businesses in Nashville and Davidson County, TN.

NAHCCF shall use the funds to:

- Engage and provide business literacy, contracting with Metro government and digital tools content, to an aggregated audience of 50 to 75 small businesses through the length of the program, with a focus on Hispanic, women, and minority-owned enterprises in Nashville and Davidson County.
  - a. Conduct a minimum of three (3) outreach sessions targeting small and minority-owned businesses in Nashville and Davidson County, TN. These sessions might cover topics such as Contracting with Metro Government, Small Business Contracting, Certification Process, and/or Bidding Process. The sessions will be held quarterly with at least two (2) being attended in person and one (1) virtually for maximum accessibility.
  - b. Coordinate, market, and facilitate no less than one (1) virtual community engagement session targeted towards the Hispanic/Latinx Small Business Community.
- Will provide to 25 to 50 Hispanic owned/minority owned micro businesses digital empowerment tools to advance their businesses via informational and workshop sessions.