

# ADVISOR BULLETIN

March 10th, 2026

## SMALL BUSINESS RELIEF FUNDS

Hennepin County board has approved a 2M small business recovery fund that will open for application submission on March 18 at 4pm. More details will be shared in the coming days. All current relief funds can be found on the Elevate Hennepin website or by clicking here at [Small business relief funds | Elevate Hennepin](#).

## ADVISOR REMINDERS AND UPDATES

We know there are a lot of details to remember, so below are a few items we have recently noticed causing areas of confusion or questions. Hopefully these reminders will help you as you continue doing your amazing work supporting our businesses. If any of these items bring up questions or confusion, please reach out anytime! We are here to help.

The next mandatory Advisor meeting will be online Tuesday, March 17 at 1PM

### Invoicing reminders:

- Be sure to consistently invoice in accordance with monthly or quarterly as contracted
- All invoices should reflect your 2026 contract numbers
- Please be sure to use the NEW "2026 Business Client Tracker Form" found on the [Advisor Toolkit](#)
- If you supported any of our Operation Metro Surge items, please include on your invoice using one of the following line items:
  - Business support: In person @ 3 hours x [advising per hour rate]
  - Business support: Webinar @ 2 hours x [advising per hour rate] -- 2 hours is the max and that includes prep time
  - Business support: Video @2 hours x advising per hour rate] -- 2 hours is max and includes prep time

### Referrals:

- If you want to refer a business client to another advisor, please use the "Referral form" in the [Advisor Toolkit](#)

- Please refrain from referring business owners to more than one advisor at a time. There are exceptions, but please consider their capacity and priority. If you are unsure of who to refer the client to, have them schedule a meeting with a Business Navigator.

### **Website build support:**

- We are working on a process to ensure business owners have the necessary strategies and materials to begin a website build. Before you recommend clients to one of our Marketing advisors, please consult an Elevate Hennepin Staff member.

### **Intake change form:**

- Please use the "Intake change form" in the [Advisor Toolkit](#) to let us know if you are at capacity or out of office for an extended time. This form is also used to turn your intake back on.

### **Monthly Invoice due dates:**

- |                           |                               |
|---------------------------|-------------------------------|
| • March 12 <sup>th</sup>  | • September 10 <sup>th</sup>  |
| • April 9 <sup>th</sup>   | • October 8 <sup>th</sup>     |
| • May 14 <sup>th</sup>    | • Nov 12 <sup>th</sup>        |
| • June 11 <sup>th</sup>   | • December 10 <sup>th</sup>   |
| • July 9 <sup>th</sup>    | • Jan 7 <sup>th</sup> , 2027  |
| • August 13 <sup>th</sup> | • Feb 11 <sup>th</sup> , 2027 |

Please bookmark and use the [Advisor Toolkit](#) for added information and details regarding your work as an advisor. You can find templates, FAQ's, links and other resources to support your work.

## **UPCOMING EVENTS FOR SMALL BUSINESS OWNERS**

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Elevate Hennepin [Mercado Central Business Clinic](#):

- Date: Wednesday, March 11, 2026 - 3:00P - 5:00PM @Mercado Central

Elevate Hennepin [Brooklyn Park Business Clinic](#):

- Date: Thursday, March 12, 2026 at 11:00AM-1:00PM @Brooklyn Park Small Business Center

## OPPORTUNITIES FOR SMALL BUSINESS OWNERS

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- CEO Now:
  - For businesses with 1 to 9 employees and over \$250,000 + in revenue
  - Application deadline: March 20<sup>th</sup>, 2026 – [APPLY HERE](#)
  - Session starts: March 25<sup>th</sup>, 2026
- HR Next:
  - For businesses with 6+ employees and over \$500,000 + in revenue
  - Application deadline March 17<sup>th</sup>, 2026 – [APPLY HERE](#)
  - Session starts: April 21<sup>st</sup>, 2026
- Get started:
  - For residents with an idea
  - See all session dates here: [Get Started | Elevate Hennepin](#)

## RESOURCES

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- Videos: Elevate Hennepin has been creating videos to help small businesses during the immigration surge. Please share or use with your clients as you see fit.

If you have an update you would like shared in a future bulletin, please email [MayPa.Yang@hennepin.us](mailto:MayPa.Yang@hennepin.us)

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