



Tribal Vendors, Merchants & Entrepreneurs

Quechan EDA Wants To Hear From You!

When: Tuesday, March 24, 2020

Time: 5:30p.m.-7:00p.m.

Where: Turquoise

CANCELLED

**But we still want to hear from YOU!
Please go to www.quechantribe.com and
select Economic Development from the
Departments tab for discussion details and
to share your thoughts!**

***Identify your interest in new space opportunities.**

***Learn how to include your business in our Business Permit Directory.**

Your comments and suggestions are welcomed. For more information please contact Brandi Mattias, EDA Assistant Planner at (760) 572-5270

Merchant Meeting-Discussion Details

The Quechan Economic Development Administration has the best interest in mind regarding Tribal member business activity on the Reservation, and helping you achieve your goals as an entrepreneur. One way the EDA has supported entrepreneurship is by establishing the Temporary Commercial Space now nicknamed Vendor Square.

Daily Use Spaces are available to all Tribal vendors with a valid Quechan Tribal Business Permit and valid food handler's card. Four Daily Use Spaces are available everyday-all day. It just takes a few minutes to reserve your space.

FUN FACT* The Temporary Commercial Space (Vendors Square) is now nearly six years old.

Quechan Tribal Business Permit is free to obtain for Quechan Tribal Members and Members of federally recognized tribes.

FUN FACT* In 2019, Vendors Square was used a total of 166 days by 22 vendors.

Are you interested in being a vendor this year? Stop by or call our office so we can help you accomplish that. The next three pages of this packet include a flyer about Vendor Square, a diagram, and a Daily Space Reservation Application.

There are also Four Long Term Use Spaces at Vendor Square. Lot A has been in use for at least five years. a Long Term Space is for vendors with food trucks or trailers looking to engage in their business on a more frequent basis.

Some of the benefits of Long Term Use Space are access to your own water, sewer and electricity. You also have more space for signage and are able to leave your property at Vendor Square

Question of the Week...

As a Vendor are you interested in getting to use a Long Term Use Space at Vendor Square?

YES	NO
<input type="checkbox"/>	<input type="checkbox"/>

If you are interested, please call us for more information,

FUN FACT*At the beginning of each month, EDA sends a Directory listing all businesses with a valid Quechan Tribal Business Permit to all Tribal entities. The Directory puts the business activity and contact information of each Permit holder into the hands of Tribal directors, managers and staff who are responsible for procuring goods and services for their programs.

EDA is mindful of the desire of some Tribal vendors not be included in the Directory. If you are a Tribal vendor and would like to have your information added to the Directory, please complete the Release of Contact Information form on the fourth page of this packet, and return it to us. You will be added the following month.

Commercial Space Available

475 Quechan Drive

Tribal Member Vendors, Merchants, and Entrepreneurs!

Lot Spaces available:

- Trailers or food concession trucks
- 1-year term
- Monthly fee
- Electrical, water and sewer amenities.

Please contact Veronica Menta at EDA, 760-572-5270, for more information.

Daily Vendor space available:

- Four table and canopy vendor spaces
- Electrical outlets and a water faucet.
- Submit a completed Space Reservation Application at the EDA Office.
- \$10.00 per day for non-Tribal members

Please contact Brandi Mattias at EDA, 760-572-5270 to reserve daily spaces,

PRIOR to use.

All vendors must obtain a valid Business Permit with the Quechan Indian Tribe, EDA Department, 604 Picacho Road, Winterhaven, CA 92283

All food vendors must obtain a Food Handlers Certification.



Quechan Indian Tribe

Food Trucks!



Services & Retail!



Daily Vendor Space!

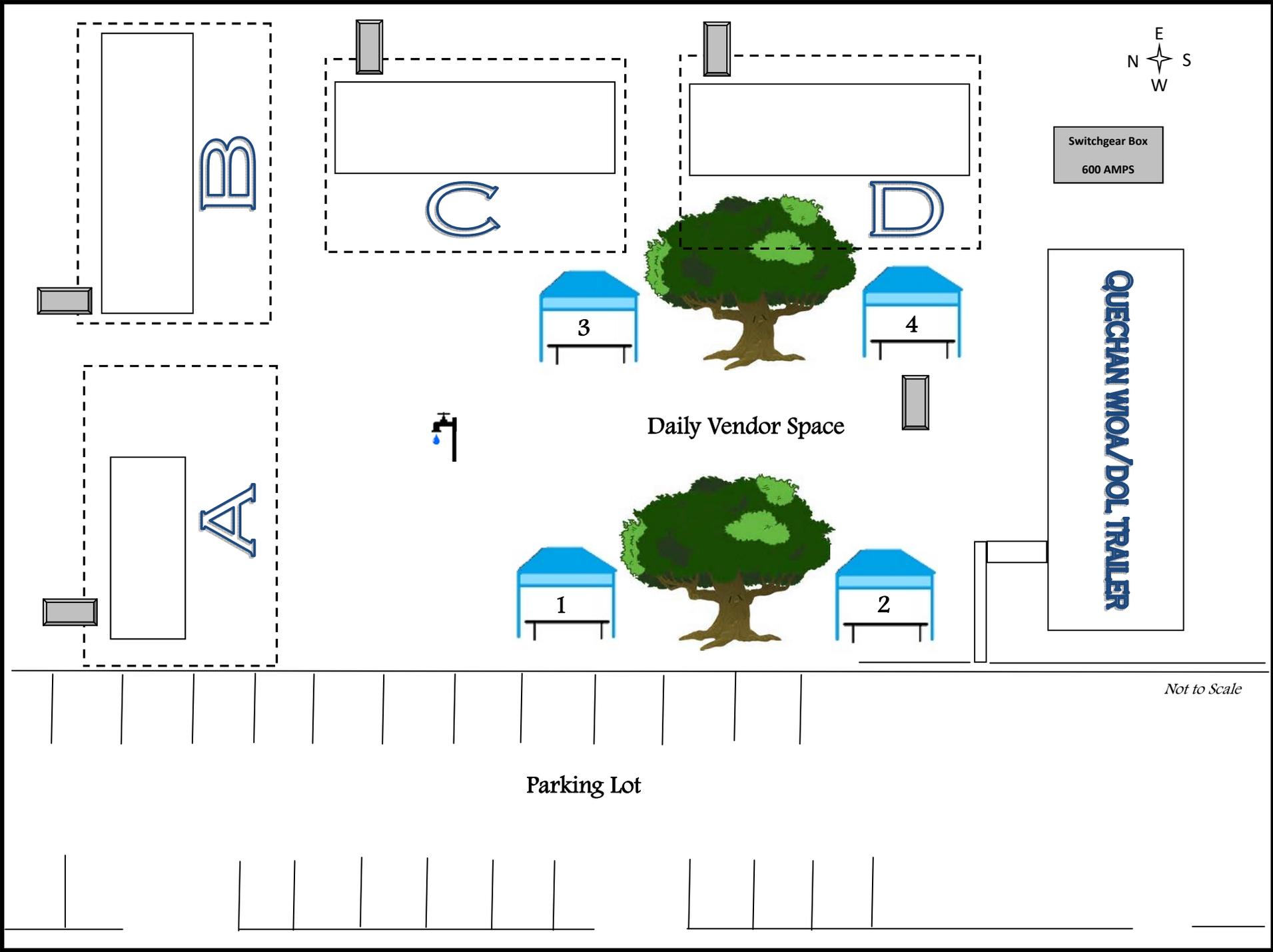


Lot Space
Available!

Electric & Water!

Parking Lot!

TEMPORARY COMMERCIAL SPACE



475 QUECHAN DRIVE, WINTERHAVEN, CA 92283



Quechan Indian Tribe
Economic Development Administration

DAILY SPACE RESERVATION APPLICATION
For Temporary Commercial Space at 475 Quechan Drive

Name: _____

Address: _____

Phone Number: _____ E-mail address: _____

Tribal Member: Yes ___ No ___ Tribal Affiliation: _____

Day & Date of Space Reservation: _____

Booth Type (Please check one): Vendor___ Food___ Arts & Crafts___

All Vendors Must:

- Obtain a Valid Business Permit with the Quechan Indian Tribe.
- Submit a completed Space Reservation Application for each request.
- Properly display Business Permit on assigned Booth.
- Food vendors are required to have Food Handlers Certification, or comparable documentation, and display such documentation.
- Not sell soft drinks during hours when Pipa Market is open.
- Keep their area clean during and after use of the space. If using cooking oil, you must take your used oil with you at the end of the day; dumping it on the premises is prohibited. No trash pick-up is available, nor is the trash receptacle provided to the Quechan News for your use. Trash must be packed and taken with you.

Attention Vendors:

We expect all vendors to utilize the reserved space and to conduct business in a professional manner. If you do not show up to use the reserved space, fees will not be refunded and consideration for future use may not be granted – at the discretion of the EDA Director.

By signing below, I acknowledge that I have completed the required information on this application and agree that if I do not use the reserved space I may not receive a refund of my fee and I may not be considered for future use of reserved space.

SIGNED: _____ DATE: _____

For Office Use Only

Valid Business Permit: Yes ___ No ___ Food Handler's Certification: Yes ___ No ___

Completed Space Reservation Application: Yes ___ No ___

Space # _____ Completed By: _____

Release of Contact Information

I hereby acknowledge that my business information appearing below is correct and accurate. I give the Quechan Economic Development Administration permission to include this information in the Business Permit Directory which will be released to the public for the sole of purpose gaining positive business connections.

Name: _____

DBA: _____

Phone: _____

Email Address: _____

Signed: _____ Date: _____

Review of 2016 List of Needs and Priorities

In 2015, EDA staff met with Tribal vendors, merchants and entrepreneurs (VMEs) to learn what needs were preventing them from starting up or expanding their businesses. From this meeting, VMEs identified and grouped their needs into the six following groups by priority:

Priority One – Spaces and Places to Do Business

Priority Two – Business Start-Up Training

Priority Three – Access to Capital

Priority Four – Access to Expertise

Priority Five – Access to On-Reservation Markets and Purchasing Decision-Makers

Priority Six – Access to Off-Reservation Markets

With the support and participation of the VMEs, EDA has since addressed several of these needs in the following ways:

Coordination with Quechan Housing Authority and Other Regional Resources: in response to Priority Two and Priority Four, the EDA worked with the Quechan Housing Authority to promote VME involvement in workshops and services offered by the QHA under its USDA Rural Business Opportunity Grant, including QuickBooks training, one-on-one business coaching, and the presentation of a three-day version of CIMC's Entrepreneurship Course here on the Reservation. EDA assists with current requests by referring VMEs to free sources of assistance available through the Arizona Western College's Small Business Development Center and the Co-working Oasis at the Yuma County Library's Main Branch location.

Temporary Commercial Space: directly responding to Priority One and Priority Five, the EDA developed and obtained Tribal Council approval of the Temporary Commercial Space Plan in 2014 per Resolution R-117-14 on July 1, 2014. The Temporary Commercial Space is located on Quechan Drive, between the Quechan News Trailer and the Pipa Market Building, and involves two types of spaces available with preference for Tribal VMEs. Converted travel trailers, such as that used by "A Family Beauty Salon", would be permitted to use one of four Lot Spaces, each having access to sewer, water, and electricity, and available for one-year periods under a Revocable Permit. For those VMEs seeking day-use space for their table-and-canopy-based operations, four Daily Vendor Spaces with common access to water and electricity were developed. Both sets of spaces share a small parking lot with ten parking spaces.

Although the Tribal Council-approved Plan established and authorized the EDA to collect a \$10/day fee for the Daily Vendor Spaces to help recover the Tribe's \$4,200 cost of developing the Temporary Commercial Space, the Tribal Council in August 2015 directed the EDA to discontinue the fee. From the opening of the Daily Vendor Spaces in September 2014 until the

suspension of the fee in August 2015, the EDA collected \$640 in fees, with 26 different VMEs making 74 space reservations in that time. Of those 26 VMEs, 12, or 46%, made a single space reservation, while 14, or 54%, made 2 to 11 space reservations. The Daily Vendor Spaces were used by Quechan VMEs 79% of the time spaces were reserved. While the fee is discontinued, the day-use space reservation requirement is still enforced. Please contact the EDA at (760) 572-5270 to make a reservation.

Pipa Market Building Commercial Spaces: also in direct response to Priority One, the EDA obtained Tribal Council approval to develop two spaces within the Pipa Market Building. The spaces are currently occupied by a barber shop and a dress and regalia shop, both of which opened for business in 2017. Use of each space is authorized under a Revocable Permit similar to that used for the Lot Spaces at the Temporary Commercial Space. The EDA now wishes to hear from VMEs about their interest in and support for the EDA to develop two or three more spaces in the building.

“VME News You Can Use” E-Mail Newsletter/Notice: to the extent that all of the priorities involve information-sharing, the EDA uses the “VME News You Can Use” e-mail-based notices to inform VMEs of upcoming workshops and trainings, public meetings, rental space opportunities, requests for bids/proposals, etc. In 2015, EDA issued 10 “VME News You Can Use” notices to over 60 VMEs. After a hiatus since 2016, the EDA is looking to relaunch this information-sharing tool in 2020.

Business Permittee Directory: responding to Priority Five, the EDA developed a Business Permittee Directory as a report that can be generated from a Microsoft Access database that EDA maintains. Since the information is contained in this database, the EDA can produce customized directories that are responsive to the needs of off-Reservation contractors seeking local subcontractors and service providers already having permits---including Tribal VMEs. Out of respect for privacy, the EDA asks that Tribal VMEs consent to the release of their contact information so it can be included in the Directory. Look for the form included in this packet.

Please share your input!

EDA seeks input from VMEs on whether the listed needs and priorities are still relevant or should be updated. Attached is the previous questionnaire for VMEs to share their input. Please return completed questionnaires to the EDA Office or via e-mail to edaasstplanner@quechantribe.com.



QUECHAN INDIAN TRIBE

Fort Yuma Indian Reservation
Economic Development Administration

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 YUMA, ARIZONA 85366-1899
 Phone (760) 572-5270
 FAX (760) 572-0519

QUESTIONNAIRE

NEEDS OF TRIBAL VENDORS, MERCHANTS, & ENTREPRENEURS

Issue Date: December 17, 2015

Through several meetings over the past few years, the EDA has engaged the VMEs to learn what needs prevent them from starting-up or expanding their businesses. The EDA then worked with the VMEs to arrange related needs into groups and to prioritize them, with Priority One groups being more important to address than Priority Six groups. Knowing your priorities help EDA develop plans and justify grant applications in the coming year.

<p><u>Priority One</u> – Spaces and Places to Do Business:</p> <ul style="list-style-type: none"> • Create spaces for rent. • Understand the rules about how space is allocated. 	<p><u>Priority Five</u> – Access to On-Reservation Markets and Purchasing Decision-Makers</p> <ul style="list-style-type: none"> • Provide networking opportunities; encourage VMEs to organize their own networking group or Chamber of Commerce. • Identify and develop proposals to amend/abolish over-burdensome procurement rules • Informing Tribal Government and Casino purchasing decision-makers about the goods and services that VMEs have available. • Organizing events (i.e., arts & crafts fairs, food cart rallies, etc.) that create new business opportunities. • Promoting Indian preference in purchasing and procurement. • Increasing awareness about where and when Native goods are sold on the Reservation.
<p><u>Priority Two</u> – Business Start-Up Training</p> <ul style="list-style-type: none"> • Inform about sources of training (i.e., CIMC Entrepreneurship Course, AWC SBDC Entrepreneurship Program, etc.). 	<p><u>Priority Six</u> – Access to Off-Reservation Markets</p> <ul style="list-style-type: none"> • Invest in additional property off-Reservation, adjacent to the Reservation boundary.
<p><u>Priority Three</u> – Access to Capital</p> <ul style="list-style-type: none"> • Inform about sources of small business grants/loans for equipment, technology, business start-ups and inventory. 	
<p><u>Priority Four</u> – Access to Expertise</p> <ul style="list-style-type: none"> • Provide low-cost/no-cost access to experts in bookkeeping, tax matters, legal matters. • Develop a small business incubator. • Inform about obtaining business permits, licenses, EINs, DUNS numbers, etc. 	

1. Do you reaffirm the needs and priorities stated above? Yes No

2. If you answered “No” above, please share with us your thoughts about what is holding you back from starting your business or expanding your business, so we can try and address them for you.

 Your Name

 Your Business Name

 Date