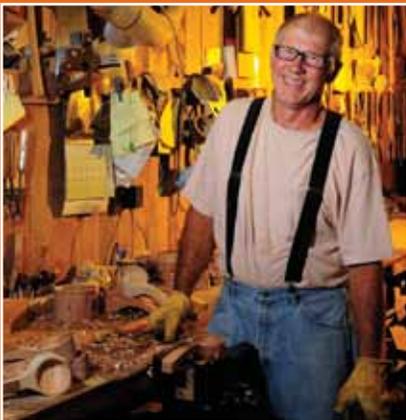


West Virginia
Small Business



SERVICES FOR SMALL BUSINESS



West Virginia
**SMALL BUSINESS
IS BIG BUSINESS**



WEST VIRGINIA SMALL BUSINESS DEVELOPMENT CENTER

Small businesses are the cornerstone of economic growth in West Virginia. West Virginia Small Business Development Center (WWSBDC) helps individuals start, grow and maintain small businesses in the state.

Working through one of WWSBDC's offices located throughout the state, small businesses and entrepreneurs can receive expert coaching and needed services at every stage, including:

- Market identification
- Business plan development
- Financial statement preparation and analysis
- Cash flow preparation and analysis
- Identification of funding sources

CREATING A BUSINESS

Beginning entrepreneurs often need assistance with developing strategic business plans, marketing and sales, financing, budgeting and more. WWSBDC coaches will help with one-on-one sessions and through workshops, seminars and conferences.

MAINTAINING A BUSINESS

The WWSBDC can help keep a business strong and growing. By reviewing business plans and financials, coaches can help determine a company's strengths and weaknesses; discuss how to market a business by examining market strategies; determine training needs; and explore options such as state and federal contracting and international trade assistance.

FINANCIAL ASSISTANCE AND PROBLEM RESOLUTION

Identifying and resolving problem areas are essential for a profitable business. Often, financing is needed to enhance and expand a business. WWSBDC coaches will review the business plan and financials, help determine its strengths and weaknesses, and provide a complete loan package for a bank or other lending program.

PRIMARY SERVICES AND PROGRAMS

Business Coaching

Your local WWSBDC office provides:

- Preliminary information and paperwork needed to legally open a business
- Information on licensing, taxes, insurance, recordkeeping, and forms needed for hiring employees, such as Workers' Compensation and Unemployment Insurance
- The handbook "Going into Business in West Virginia" is designed to easily find the information needed to launch a business and keep it growing

Financial Assistance

Access to capital is essential for starting and expanding most successful small businesses. WWSBDC works to increase a small business's access to capital through:

- Bank loans
- SBA guaranteed loans
- Microloans
- Angel capital investments
- Venture capital investments
- SBIR/STTR awards
- West Virginia Economic Development Authority

Procurement Assistance

West Virginia's Procurement Technical Assistance Centers (PTACs) serve as information clearinghouses and shared resource centers for opportunities to market to federal, state and local government.

Research and Commercialization Program

The Department of Defense Small Business Innovation Research (SBIR) and Small Business Technology Transfer (STTR) programs invest a billion dollars each year in early-stage research and development projects through innovative small technology firms. WWSBDC provides awards up to \$5,000 to enable companies to develop quality SBIR/STTR proposals for these highly-competitive programs.

Training

West Virginia's new and expanding businesses can keep their competitive edge with occupation-specific employee training or skill upgrades. The Governor's Guaranteed Work Force Program provides up to \$5,000 in training and technical training awards for pre-approved technology, technical and regulatory compliance training.

Also, small business owners can improve their skills and knowledge by attending training workshops, seminars and conferences. These compact and practical training sessions cover a number of topics, including:

- Management issues
- Legal information
- Taxes
- Financial planning
- Technology utilization

International Trade Services

The WWSBDC helps clients learn about exporting through joint training workshops with private and government agencies such as the International Division of the West Virginia Development Office, the International Trade Office of the U.S. Department of Commerce and Export-Import (Ex-Im) Bank of the United States, the U.S. government's export/import financial service.

Ombudsman Services

Ombudsman services are available to help West Virginia small businesses resolve issues that arise with regulatory agencies.

Advocacy

WWSBDC makes the voice of the West Virginia small business community heard in the state legislative process. Talk to a local WWSBDC program manager about the issues that matter.

LOCATIONS

The West Virginia Small Business Development Center has offices located in your community. For the location nearest you, please call the Business Ask Me! Line at 888-982-7232 or visit www.wwsbdc.org.



Find small business services in one call!

Call toll-free and ask a WWSBDC business coach to review your situation and direct you to services and resources that best match your needs.

Business Ask Me! Line

888.982.7232

www.wwsbdc.org

Small Business Development Centers (SBDC) are a partnership that includes the U.S. Congress, Small Business Administration (SBA), state government, the private sector and colleges and universities.



West Virginia Small Business Development Center
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