

III. Description/Introduction of the Business

- A. Legal name and structure of business -
- B. Location -
- C. Principal owner -
- D. How the business was originally conceived, history of business, and what the business goals are.

IV. Product(s) and Service(s) Offered

- A. Describe what product(s) or service(s) offered.
- B. How will Job Development Authority funds enhance the business.

V. Need for Job Development Authority Funds

- A. Why are Job Development Authority Funds needed.
- B. Efforts to obtain other funds.

VI. Financial Plan

- A. Where are the funds for the project coming from (ex. banks, JDA, other sources)
 - need a commitment letter from the bank
 - need other source of funding from other financial establishment (bank)

B. Uses of funds. How much is going for equipment, operating, etc.

C. Projections - provide a 3 year projection

VII. Market Analysis

A. What is the market for your services - provide proof.

VIII. Marketing Strategies

A. How are you going to market your product.

IX. Operation Plan

A. Explain how your business operates product flow etc.

X. Management & Personnel Staff

A. Identify the management staff.

B. Identify jobs to be created.