



Ready to take your business to the next level?

**Apply today for Miami Bayside Foundation's
SMALL BUSINESS TRAINING**

At no charge

Attend a minimum of 8 out of the 10 classes to receive the Certificate of Completion and qualify for access to funds at reasonable rates to help grow your business.

WHEN

**10 sessions: July 18, 20, 25, 27, August 1, 3, 8, 10, 15, 17
Each session is from 6:30 p.m. to 9:00 p.m.**

WHERE

**Little Haiti Cultural Center
212 NE 59th Terrace
Miami, FL 33137**

Facilitator: Marjorie Weber - Financial Consultant SBDC/ FIU
Guest speakers for individual sessions

Criteria: Business in operation for a minimum of 6 months, at least 51% minority owned, and located in City of Miami. As defined by Florida statute, minority includes: African, Hispanic, Asian, and Native Americans, and women.

DEADLINE TO APPLY: JUNE 2ND, 2017

**TO APPLY CONTACT CARA SADIRA:
305.379.7070 EXT. 204
CARA@MIAMIBAYSIDEFOUNDATION.ORG BY JUNE 2ND**

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&

MAYOR TOMÀS REGALADO

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SYLLABUS

Session 1

Components and Challenges of Entrepreneurship

Session 2

**Preparing your Business
Licensing/Minority Certification**

Session 3

**Protecting your Business/HR
Insurance/Intellectual Property**

Session 4

**Marketing/Branding
Social Media**

Session 5

**Executive Summary
Market Analysis**

Session 6

Branding/Marketing

Session 7

**Business Recordkeeping
Profit & Loss/Balance Sheets**

Session 8

**Hardware & Software
Cybersecurity**

Session 9

Financial Projections/Forecasting

Session 10

Presenting Executive Summary to Funders



GREATER MIAMI
CONVENTION &
VISITORS BUREAU



Mayor
Tomás
Regalado

MBF SMALL BUSINESS TRAINING APPLICATION

CRITERIA

1. Minority Owned (Minimum 51% Minority Owned);
2. Domiciled in the City of Miami (as stated on occupational license);
3. Business must be in existence for more than six months;
4. US Citizens or Lawful Permanent Residents only;
5. No sole proprietorships.

DIRECTIONS

1. Print application (2 pages) and fill it out entirely.
2. Enclose financial statements for the **last two years** (Balance Sheet and Profit & Loss statement). If you are a new business, enclose financial statements for the last six months.

There are several ways to submit your completed application form:

By Email:

Scan the documents and attach to an email to Cara@MiamiBaysideFoundation.org

By Mail or By Hand:

Attn: Cara Sadira
Miami Bayside Foundation
25 SE 2nd Avenue, Suite 240
Miami, FL 33131

This Application is an initial assessment designed to help us understand you, your business, and why you are interested in the program. This information will be kept confidential. If selected for an interview, please note that you will be asked to complete an Interview Addendum and submit supporting documentation.

APPLICANT INFORMATION

Last Name:	First Name:
Social Security#:	Email:
Work Phone:	Cell Phone:
Gender: (please mark with x) ___ Female ___ Male	Check all that apply: (please mark with x) ___ American Indian or Alaska Native ___ Asian American ___ Black or African American ___ Hispanic or Latino ___ Native Hawaiian or Other Pacific Islander ___ Woman ___ Disabled ___ Veteran

COMPANY INFORMATION

Company Name:	Applicant Title:	
Company Address:		
City:	State:	ZIP Code:
Year Business Was Founded:	Year You Acquired Ownership:	Percentage of Business You Own:
EIN:	DUNS #:	

Employee Count (please enter number)	Annual Gross Revenue
Fulltime:	2015:
Part-time:	2016:
Temporary/Contractors:	2017 (to date):
	2017 (projected full year):

FURTHER QUESTIONS

1. How did you hear about *MBF's Small Business Training*? (please mark with x all that apply)

☐ Commissioner Office (please indicate name of Commissioner): _____

☐ Miami Bayside Foundation Website

☐ Financial Institution (please specify): _____

☐ Social Media (please specify): _____

☐ Other (please indicate organization or individual): _____

2. Please briefly describe the products or services your business offers:

3. Briefly discuss why you are interested in *MBF's Small Business Training* and what you expect to get out of it. How will it enable you to grow your business?

I confirm that the above information is accurate.

I hereby authorize Miami Bayside Foundation (MBF) and the other entities conducting the Small Business Training initiative to verify information presented here and to check personal and business references. I grant permission of my likeness or image to be used for informational and promotional purposes related to my participation in MBF's Small Business Training program if selected as a participant.

I understand that information produced from this verification and reference check may contain information about my background, character, credit history, personal reputation and past and current compliance with laws and regulations in the US. I also voluntarily authorize MBF to perform checks of my previous employment/business ownership history. I hereby release all persons or entities and program facilitator from liability arising from requesting or supplying such information.

Print Full Name _____ Date: _____

Signature _____