



# Business Training Grant Existing Business Growth Plan

Congratulations on committing to the long-term success of your business!

To build upon that commitment, the Small Business Training Grant program was developed to provide financial support to help small businesses grow. The Business Growth Assessment & Action Plan should outline attainable objectives and specific tasks to address your overall business goals. This assessment will guide us on how we may best support you including any additional areas or programs that may be available to your business as you work towards the objectives in this plan.

## Client/Business Information

Name of the Business:

Business Owner Name (Client):

Phone Number of the Business:

E-Mail Address of the Business:

Business Address:

### Primary Business Goal:

(What overall goal are you trying to accomplish for your business?)

### Key Objectives:

(What are you trying to achieve or implement for your business within the next 6 months-1 year?)

- Growth targets:

- Business Operation:

- Funding:

- Marketing:





### 3. Existing or Anticipated Challenges

a. What challenges do you see that you will have to overcome for your business to succeed?  
Please list at least three. How do you plan on overcoming these?

i. Challenge:

ii. Challenge:

iii. Challenge:

## 4. Funding

Please list the key categories of funding you will need to grow your business and where those funds will be coming from:

Category	Personal Funds	Other Funds
Licenses/Permits		
Inventory		
Employee Wages		
Marketing/Advertising		
Insurance		
Equipment		
Supplies		
Accounting		
Utilities		
Working Capital		
Lease		
Tenant Improvements		
Other:		
Other:		
Other:		
Total		



## **7. Support Network and Resources**

- a. Who will support you in implementing your growth strategy? Please list partners, staff, organizations, consultants etc.

## **8. Financial Projections**

- a. What is your annual revenue as of last year? How has it changed in comparison to before covid?

- b. Do you have revenue projections for the planned expansion or growth activities? If so, please include it as an attachment.