



It's Your Time: An Entrepreneurial Training Series for Women

Who is eligible?

To be eligible you must be a female living in Riverside or San Bernardino County.

What is the award?

Participation in *"It's Your Time: An Entrepreneurial Training Series for Women"*, is an intense program for business start-ups or expansions. Participants will attend 15 workshops, work individually with a business counselor and write a Business Plan, including a Marketing Plan and Financial Projections Plan.

How do you apply?

1. Complete a scholarship application.
2. Write a short essay about the business you want to start or expand.
3. Include a Letter of Recommendation that highlights your desire to become a business owner and your ability to commit to and participate in the "It's Your Time" Business Program.
4. Deliver the application by the due date: **March 9, 2010** by 5:00pm to: **77-806 Flora Road, Suite C, Palm Desert, CA 92260**

How are participants selected?

A panel of judges will review each application and essay. An oral interview may be required.

When will the winner be selected?

Program participants will be notified by telephone and/or e-mail no later than **March 12, 2010**.

What are the requirements of the program?

Selected participants must attend the Orientation scheduled for Tuesday March 16, 2010 from 5:00pm – 7:00pm and the 15 scheduled workshops.

Workshops Schedule for 2010

April 10, 2010	ABC's of Starting a Business	Saturday, 9:00am – 12:00pm
April 15 – July 8	Writing a Business Plan	Tuesday, 5:00pm – 8:00pm
July 22 – August 31	Business Marketing	Tuesday, 5:00pm – 8:00pm



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DEADLINE: *Tuesday March 9, 2010 by 5:00 p.m.*
No late applications will be accepted.

Name: _____

Name of the Business _____

Address: _____ **City** _____

Zip Code _____ **Telephone #:** _____ **Cell #:** _____

Email #: _____

How long in Business: _____ **What type of Business:** _____

How many Employees: Full Time: _____ **Part Time:** _____ **Not in Business:** _____

What areas will you need assistance in (please mark all that apply)?

- | | |
|--|---|
| <input type="checkbox"/> Start-Up Assistance | <input type="checkbox"/> Government Contracting |
| <input type="checkbox"/> Business Planning | <input type="checkbox"/> Marketing and Business Development |
| <input type="checkbox"/> Financing/Capital | <input type="checkbox"/> Buy/Sell Business |
| <input type="checkbox"/> Managing a Business | <input type="checkbox"/> Technology/Computers |
| <input type="checkbox"/> Customer Relations | <input type="checkbox"/> E-Commerce |
| <input type="checkbox"/> Business Accounting | <input type="checkbox"/> Business Legal Issues |
| <input type="checkbox"/> Cash Flow Management | <input type="checkbox"/> Import/Export Trade |
| <input type="checkbox"/> Tax Planning | <input type="checkbox"/> Sales Pitch and Closing |
| <input type="checkbox"/> Financial Projections | <input type="checkbox"/> Human Resources/Managing Employees |
| <input type="checkbox"/> Business Etiquette | <input type="checkbox"/> Microsoft Professional Suite |
| <input type="checkbox"/> Franchising | |

Education

Institution (High School, Trade School, College) _____ **City/State** _____ **Date** _____

Your essay should be between 250 – 500 words, double spaced and must address your desire of becoming a small business owner or expanding your existing business.