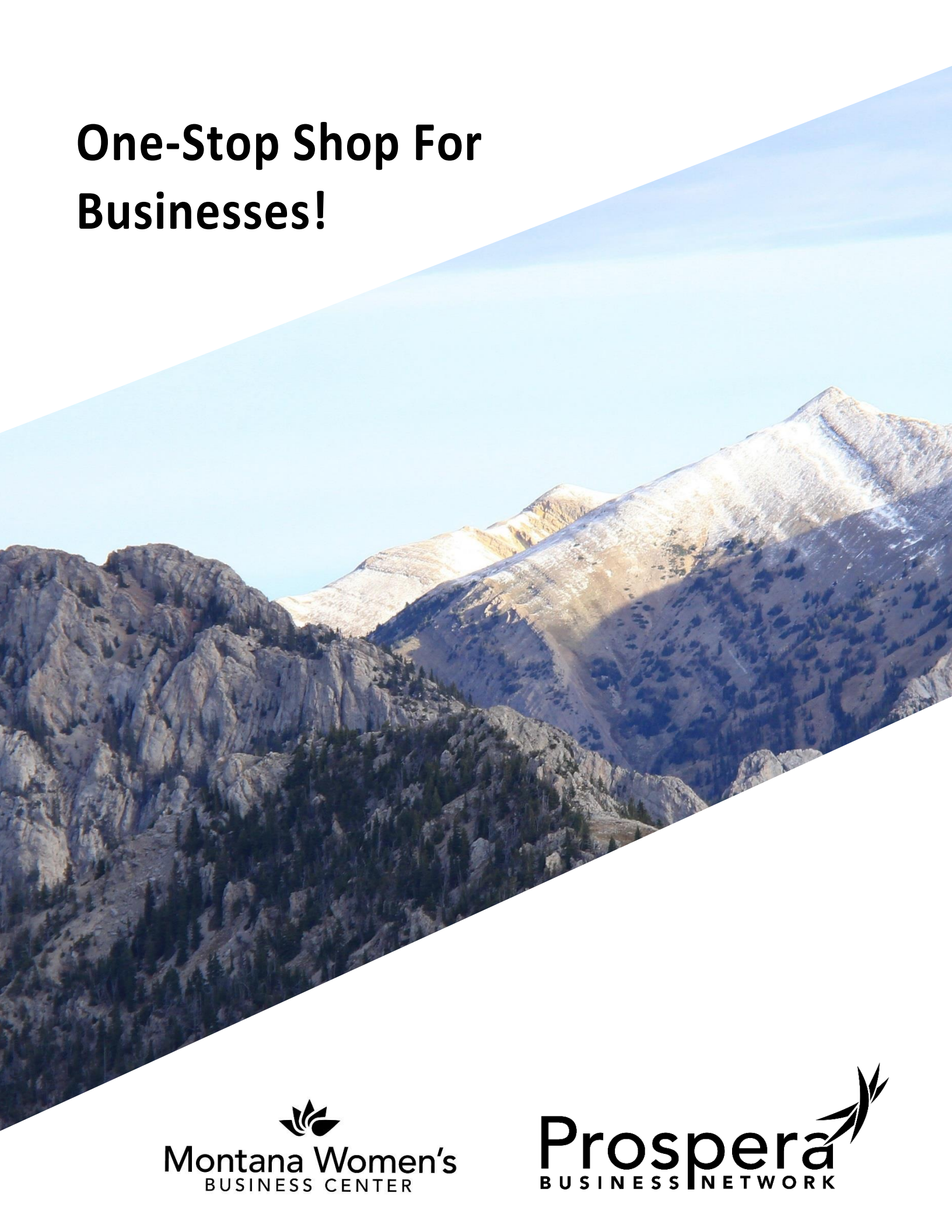


One-Stop Shop For Businesses!




Montana Women's
BUSINESS CENTER

Prospera
BUSINESS NETWORK 

Prospera is a One-Stop Shop for Businesses!

1. NO-COST BUSINESS COUNSELING

- a) Before start-up business clients receive one-on-one counseling, we ask that they go through **Power Up: Create your Business, Financial, and Marketing Plans** class first. The class is offered monthly for and scholarships for up to 50% of the class costs will be available for those who qualify.
- b) Once people have taken the class, have a business plan and financial projections and/or are already in business, people can register for one-on-one no cost business counseling through the Montana Women's Business Center.



2. LOW-COST BUSINESS TRAININGS

- a) All 2017 trainings are listed **here** on our website event calendar.
- b) Please invite your friends to like both of the Facebook pages.



3. BUSINESS TOURS

- a) We feature Prospera members at monthly tours that typically have 40-80 people in attendance.



4. MENTORING

- a) Prospera facilitates mentorship in-house through matchmaking and **Leadership Mentoring Series** events
- b) Check out Power House Montana for mentors.



5. SMALL BUSINESS LOANS & GAP FINANCING

- a) Prospera teams up with local banks to provide small business loans or "gap" financing.
 - b) Lower equity and collateral requirements, can fund working capital.
 - c) For those interested in getting a loan, we recommend getting your business plan and financial projections in order through our Power Up class or through one on one counseling.
 - d) Please contact Prospera for the list of items needed for the application.
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6. MICRO-LOANS FOR BIG SKY WOMEN

- a) This is for women business owners (>50%) in Big Sky, looking for \$20,000 or less.
- b) Loans are mostly based on character, industry outlook, quality of business plan and financial projections.

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7. COST OF LIVING INDEX & INDUSTRY REPORTS

- a) This is helpful information if you are helping people relocate or do business here.
- b) IBISWorld industry reports offer in-depth analysis of almost any industry.

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8. BUSINESS EXCELLENCE AWARDS

- a) The annual Prospera Awards will be held on November 9, 2017
- b) Nominate your clients or your own business! This is free publicity!
- c) Nominate by September.
- d) You do not need to be a member to be nominated or to win!

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9. SMALL BUSINESS ENTERPRISE (SBE) PROGRAM + DISADVANTAGED BUSINESS ENTERPRISE PROGRAM (REFERRAL)



- a) Through the Montana Department of Transportation.
- b) Reimbursement funding available for eligible highway related businesses (up to \$2,500/year) for training costs, licensing fees, bonding, etc.
- c) Certified companies are listed in online directory and have access to receive quotes through online quote request system.
- d) DBE Only: Must be at least 51 % owned and operated by women and/ or minorities
- e) Owner must have a personal net worth under \$1.32 million.
- f) Contact: MDTDBEProgram@mt.gov | 406-444-6337

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10. WOMEN’S BUSINESS ENTERPRISE NATIONAL COUNCIL (WBENC) CERTIFICATION

- a) Certify through Astra Women’s Business Alliance (Astra) if you are in MT, ID, AK, OR, WA, and No CA.
- b) WBENC certification is the most trusted, recognized and accepted certification in the U.S, and is accessible to all qualified women business owners in the United States.
- c) WBENC Certification validates that the business is 51% owned, controlled, operated, and managed by a woman or women. Find out if you are eligible, visit astrawba.org/wbencwosb-certification/
- d) Certified companies have access to a current list of supplier diversity and procurement executives at hundreds of major U.S. corporations and federal, state and local government entities that accept WBENC certification.

- e) Certified companies have access to mentoring, education, capacity development, regional and national recognitions, rights to use the WBENC certified WBE seal on marketing materials, rights to use the Women Owned Logo on retail product packaging, and access to community of support among WBENC certified WBEs.
- f) WBENC is also a Third Party Certifier for Women Owned Small Business (WOSB) certification as part of the SBA's WOSB Federal Contracting Program. Renew annually, cost based on company sales.
- g) Contact Astra to learn more: www.astrawba.org | info@astrawba.org | 503-941-9724

11. GOVERNMENT CONTRACTING



Phillip Luebke, CPP, Government Contracting Advisor
 Bozeman PTAC at Montana State University
 2310 University Way, Bldg. 2-2 Bozeman, MT 59715
 Phone & Fax: 406.994.7748, phillip.luebke@montana.edu
www.montanaptac.org

12. WOMEN OWNED SMALL BUSINESS (WOSB) CERTIFICATION

- a) This is an important certification if you want to do business with the government or big businesses.
- b) Phillip at Government Contracting can help (information above).
- c) Find out if you are eligible on **SBA site**.
- d) **certify.sba.gov** is your portal to apply.
- e) Upload supporting documents including financials, organizational documents.
- f) This is a self-certification program that is free.
- g) Renew annually.

13. FOOD AND DRUG MANUFACTURING



- a) HACCP planning, product labeling, food safety, equipment needs, selling foods
- b) Claude Smith, Food and Drug Manufacturing at the MMEC, Great Falls, ~\$100/hour, 406868.9474 | Claude.Smith1@montana.edu

14. APPRENTICESHIP

- a) Montana Department of Labor & Industry runs the Montana Registered Apprenticeship program which exists to support employers driving workforce strategy and solutions.
- b) Over 90% of apprenticeship graduates are still working for a Montana employer.
- c) Apprenticeship can be adapted and customized for many businesses/sectors: advanced manufacturing, skilled trades, healthcare, energy, IT, finance and agriculture.

- d) Apprenticeship Field Representatives exist throughout the state and are working directly with employers and businesses to develop programs to meet their workforce needs.
- e) 406.444.4100 | <http://apprenticeship.mt.gov>

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15. GRANTS WE CAN FACILITATE



a. Montana Growth through Ag Grant

- Must expand Montana’s agriculture and create jobs (rural breweries, distilleries, food producers, farm to table restaurants, farmers, meat processing) using Montana grown products.
- \$1 to \$1 match (can go back to 12 months for reimbursement)
- Up to \$50,000 for grant and \$100,000 for loan to be used for equipment.
- Funds can be used for equipment.
- Funds cannot be used for trucks, vehicles, tractors, trailers or marketing
- Applications are written by the business and can take 3-4 months.
- Must do a 5 minute pitch in front of the council for February 6-8, 2018.
- Must have a dedicated grant manager at your business.
- Contact: Taylor Lyon | tlyon@bearpaw.org | 406.265.9226
- Due November 15

b. Big Sky Trust Fund Grants: Job Creation Grant

- Apply through Prospera.
- \$1 to \$1 Match
- Typical grant \$5000-\$7500 per new employee (one time).
- You will need to write the grant or hire a grant writer (we have recommendations) and then Prospera submits on your behalf.
- Is your business registered with the Secretary of State in Montana?
- Do you have time to wait? This grant can take 4-5 months to be approved before you can start to be approved or reimbursed?
- Will you be creating 8-10 jobs or more in the next 18 months?
- Will these jobs be paid at more than \$14/hour (560/week)
- By getting this grant, will you have more than 50% of your revenue from out of state?
- Will you have a person assigned to applying and submitting quarterly reports, if so, who?
- Will you be able to match this grant, \$1 to \$1?
- Example, if you get \$50,000 to create 60 new jobs, can you show that you have spent \$50,000 to get them set up with the business? This can include desks, chairs, expansion of your building, telephones, computers
- Will you be able to save every receipt and keep track of all expenses on Excel
- Grants are open all year, rolling deadline.

c. Big Sky Trust Fund Planning Grant

- Apply through Prospera.
- It’s a 50 / 50 grant to hire a professional Architect/ Engineer, marketing, or business feasibility study – to start or grow a business.
- Economic development potential and out- of- state markets are a factor.

- Designing an expansion, considering manufacturing, need a market study, want to design a proto- type, a “planning” grant might be a good fit.
- You will need to write the grant or hire a grant writer (we have recommendations) and then Prospera submits on your behalf.
- Contact: Paul Reichert (Prospera) 406.587.3113.
- Grants are are typically open all year, rolling deadline, however, funds have been used for this year and will reopen July 2018.

d. Big Sky Trust Fund Workforce Training Grant: Training for New Hires

- Training for new FTE employees, over 170 % of min. wage.
- Creation of jobs in Primary Sector Businesses.
- We recommend that you only do this grant if you are hiring at least than 8-10 people within 18 months or less.
- Typical grant \$ 2,500-\$5,000 per new employee (one time).
- You will need to write and submit the grant or hire a grant writer (we have recommendations).
- Grants are are typically open all year, rolling deadline, however, funds have been used for this year and will reopen July 2018.

e. USDA RBDG Grant

- RBDG funds must be directed for projects benefitting rural areas or towns outside the urbanized periphery of any city with a population of 50,000 or more.
- You will need to write the grant or hire a grant writer (we have recommendations) and then Prospera submits on your behalf.
- We recommend submitting the proposal for less than \$20,000.
- Literally most businesses in Montana could apply.
- Funding for training and technical assistance, such as project planning, business counseling/training, market research, feasibility studies, professional/technical reports, or product/service
 - improvements, acquisition or development of land, easements, or rights of way; construction, conversion, renovation, of buildings, plants, machinery, equipment, access streets and roads, parking areas, utilities.
- This grant is complicated and all funds run through Prospera not the business, so please contact [Suzi](#) at Prospera for details.
- Due March 1.

f. Incumbent Worker Training Grant Money

- Small business/organization (less than 50 employees statewide) that has been in operation for at least 12 months can apply.
- Training that is regular and on-going or that is normally offered or expected by the employer or profession (e.g. new hire training or continuing education credits).
- Each full-time employee (past their probation period) qualifies for up to \$2,000 each. Training will be reimbursed by the state for 80% of the cost of the training (up to a \$2,000/year cap).

g. Bozeman Energy Project (referral)

- The program is coordinated by [Heather Higginbotham](#) the City of Bozeman’s Energy Conservation Technician, 406.5822370.
- Details are available at: bozemanclimatepartners.net/bozeman-energy-project

- City of Bozeman Cash Incentives:
 - \$ 500 -\$ 2,500 one- time incentive per business.
 - Can be used for equipment, energy conservation measures & installation costs.
 - City funds can match up to 33% of out-of-pocket costs, after North Western Energy rebates.
 - Projects must be located within Bozeman city limits. v. Easy application for business owner.
 - Apply anytime.

h. Northwestern Energy homepage

- Tax rebates, incentives, tax credits
- www.northwesternenergy.com/save-energy-money/business-services/business-services-montana

i. Trade Booth Assistance (referral)

- Through the Montana Department of Commerce.
- Angie De Young, 406.841.2783.
- Their goal is to help Montanan' s export their products and further expand their domestic market so they can expand to international exporting and help companies diversify their sales.
- There is money for getting a wholesale booth at a wholesale show outside of Montana, up to \$ 3,000 with 50 % of conference fees reimbursed.
- There are additional funds for international shows.

j. Made in Montana (referral)

- Contact: Erinn Donnell, 406.841.2781
- Use of Made In Montana logo, wholesale show and tradeshow opportunities.

k. The Local Crowd Bozeman: Crowdfunding Site

- The project must be located in the Bozeman area.
- The project proposes a measurable benefit to the local economy and/or improvement to the quality of life in Bozeman.
- The project does not propose any illegal activities and would not be considered malicious or hateful toward any individual or group.
- Must be willing to help market and make a video for the site.
- Must be willing to offer prizes for gifts.

l. Montana Tourism Event Grant

- MOTBD's Tourism Grant Program awards funds to projects that strengthen Montana's economy through the development and enhancement of the state's tourism industry. The Grant Program offers funding in three categories:
 - Tourism Digital Development
 - Tourism Infrastructure
 - Tourism Event Paid Media Advertising
- Applications will be accepted online beginning July 1, 2017.
- Depending on funding, awards range from \$1,000-50,000.

- [Carol Crockett](#), Tourism Grant Manager, 406.8412796.

J. Montana Correctional Services

- Furniture making, signs, seating and upholstery, embroidery, screen printing, dog training, community service projects
- <https://cor.mt.gov/Adult/MCE>

WAYS TO SUPPORT PROSPERA'S PROGRAMS



1. Prospera Membership:

When you join Prospera Business Network you are connecting with a group of business and community leaders that are creating a pathway to success for our region.

Membership dues start at \$150/year with benefits including:

- Discounts to events/trainings.
- Eligibility to host a business tour or teach a training.
- Professional referrals.
- Eligibility to serve on Prospera/WBC board and committees.

At the upper member levels (Partner Level/\$1200+), benefits increase to include special invites to VIP events, logo recognition in all Prospera publications and tickets to signature Prospera events.

Visit Prospera's [membership page](#) or contact [Emilie Saunders](#), Membership & Fundraising Director



2. Sponsorships

Support entrepreneurs and economic vitality in the region while taking advantage of valuable marketing opportunities by becoming an event sponsor. You can download our current Sponsorship Opportunities Overview on our Event Overview page [here](#).



3. Charitable Cash Donations

Gifts to the Prospera foundation are tax deductible to the full extent of the law and more details as well as a link to donate online are at: prosperabusinessnetwork.org/donate.



4. Donate an auction package

Montana Women's Business Center Prosperity Party Fundraiser is September 2018. Please contact [Suzi](#) if you are interested in donating an auction package.

CONTACT INFORMATION

Prosperabusinessnetwork.org | (406) 587-3113



STAFF:

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