



Small and Non Profit Business Recovery Grant

Meeting the 2-hour Business Development or Sustainability Planning Requirement Portion of Your Grant Award

As indicated in your application for grant funds, there is a requirement to document a minimum of 2-hours of business development and/or sustainability planning to assist your business in its recovery efforts. The method(s) by which you may satisfy this requirement is intentionally left highly flexible so you may tailor your endeavor to your personal needs. There is no right or wrong way to meet this 2-hour requirement.

Suggestions for meeting the 2-hour requirement include, but are not limited to,

- Meeting with your accountant/banker/financial advisor to position your business to meet the ongoing challenges presented by the COVID-19 pandemic.
- Watching online webinar(s) on COVID-19 related business recovery/sustainability topics
- Meeting with your SBDC representative
- Attending training seminars dealing with conducting business in the COVID-19 environment
- Leading a Zoom meeting or virtual round table discussion
- Attending a virtual or live conference or class

It is fairly easy to locate free webinars and training online by searching for ‘small business sustainability during COVID-19.’ Some free online sites which you may find useful and to get you started are:

- Virginia Community Capital. <https://www.vacommunitycapital.org/expertise-form/digital-events-and-webinars/>. Go to archives for many offerings.
- American Sustainable Business Council. <http://absCouncil.org>
- Small Business Administration. <http://sba.gov>
- Santa Clara University’s “My Own Business Institute” <http://scu.edu/mobi>

Virginia SBDC is offering a series of free webinars titled: Holiday Retail Webinar Series. Each week there is a different theme such as restaurants, retail, eCommerce, and so on.

Please remember that you are *required* to submit documentation of completing this requirement before your grant award check will be released. Documentation of having met this requirement is anything which verifies your completion - rosters showing your attendance, screen shots of Webinars/Zoom meetings with start and end times clearly visible, certificates, signed statement or bill from your accountant/banker/financial advisor verifying meeting(s), etc.

If you have any questions please do not hesitate to contact us.