Local Business Assistance

8 National Success Story
   Jerado and Joyce Reynolds know their local landscape for entrepreneurship support.

11 Local SBA Resource Partners

13 Your Advocates

14 How to Start a Business

18 Opportunities for Veterans

19 10 Steps to Start Your Business

20 Entrepreneurial Opportunities

22 Write Your Business Plan

24 Local Success Story
   When Steven Ceccarelli wanted to distribute Fresh Produce Inc. products overseas, he turned to the SBA.

Funding Programs

26 National Success Story
   Jennifer and Jeff Herbert’s meadery has expanded into a multimillion dollar enterprise thanks to SBA assistance.

29 SBA Lenders

34 Go Global with International Trade

36 R&D Opportunities for High Growth Startups

38 National Success Story
   Cheeseburger Baby owner Stephanie Vitori persevered through a financial storm and a natural disaster.

42 Surety Bonds

44 Need Financing?

Contracting

45 National Success Story
   Jennifer Rahn steers the course for Admiral Engineering, succeeding as a small business subcontractor.

47 Government Contracting

48 SBA Certification Programs

49 Woman-Owned Small Business certification

ON THE COVER: skyline of downtown Columbia, photo by Akhenaton06 from Wikimedia; Boyd and Nicole Johnson, courtesy of Boyd Cycling; Karen Jenkins, courtesy of Dan Beale, Bealebagley Creations LLC
Small business is no small task.

So Progressive offers commercial auto and business insurance that makes protecting yours no big deal.

Local Agent | ProgressiveCommercial.com
SBA Loans

From $100,000 up to $5 Million Customized for Your Needs

If you’re looking to start or expand your own business, we may be able to help you. At BDC, associated with CDC, we offer SBA 7(a) and SBA 504 loans, which allow us to provide small business financing solutions from $100,000 up to $5 million that are customized to fit your specific needs. Business Development Corporation is a leader in small business lending.

For more information, contact one of our SBA Lending Experts today.

Peter Shand
President
PShand@BDCofSC.org
803.744.0305

Rob Evans
Senior Vice President
SBA Lending Officer
REvans@BDCofSC.org
803.744.0308

Nat Green
Senior Vice President
SSBCl Lending Officer
NGreen@BDCofSC.org
803.744.0309

Ted Crosson
Vice President
SBA Lending Officer
TCrosson@BDCofSC.org
803.744.0312

BDC
BUSINESS DEVELOPMENT CORPORATION
A Leader in Small Business Lending
BDCofSC.org
We have all heard the phrase “content is king.” Creating rich, engaging, and inspiring content differentiates your brand in the marketplace. But who has time to focus on anything other than running their business?

Narrative works with you to develop the tools to tell your story across all media platforms. Powerful and authentic storytelling helps you stand out. It inspires action. It creates an emotional impact and forges enduring relationships. It separates you from the competition.

To schedule a meeting or to learn more, contact Buddy Butler at buddy@newsouthmediainc.com or call 304.615.9884.
Welcome to the 2020 edition of the U.S. Small Business Administration’s South Carolina Small Business Resource Guide. Small businesses are the backbone of America’s economy, and that is reflected here in South Carolina. Over 99% of the state’s businesses are small, and they are responsible for creating about 800,000 jobs in our state. That is over 46% of the employed population. That is why the government works so hard to support small business.

The SBA helps make the American dream of small business ownership a reality. We are the only federal agency dedicated to helping our 30 million small businesses start, grow, expand, or recover after a disaster. The SBA South Carolina District Office works with an extensive network of business advisers and lenders to help South Carolina’s over 415,000 small businesses at every stage of development.

Across South Carolina in the last year, we empowered the state’s small businesses to:

• Find an ally, advocate or mentor via our 21 Small Business Development Centers and six SCORE chapters across the state.
• Access over $312 million in SBA-guaranteed loans using local banks, credit unions, community-based lenders, and microlenders. The 695 businesses that qualified for SBA-backed financing hired thousands of new employees, bought needed equipment, and built or renovated facilities.
• Rebuild and recover from Hurricane Florence and Hurricane Michael with low-interest disaster loans.
• Gain more than $4.4 billion in federal contracting awards.

Our office is dedicated to ensuring that you have the resources you need to be a successful entrepreneur. Stay up to date on SBA events near you and get valuable South Carolina business information by following us on Twitter at @SBA_SCarolina. Sign up for our weekly newsletter at sba.gov/updates. Use our Small Business Resource Guide to power your dream of starting, growing, or expanding your small business here in South Carolina.

Sincerely,

R. Gregg White
South Carolina District Director
LOCAL BUSINESS ASSISTANCE

How We Did It

Made to Last

Joyce and Jerado Reynolds used SBA support to succeed.

Written by Micaela Morrissette
R
eynolds Welding & Fabrication has grown steadily, building a loyal customer base, since Jerado Reynolds founded the company in 2005.

“At first the company was just Jerado,” recalls his wife and co-owner, Joyce Reynolds. “Then it was him and me part time.” During the day she worked as a nurse and spent her evenings doing all the company’s paperwork. The Reynolds sank everything they earned into the business—money, time, and energy. She remembers with pride helping Jerado weld a stair railing at a local school. Her son later attended that same school, and she watched her child and others using the rail, benefiting from the hard work the couple did together. It was then Joyce decided as much as she loved her day job, she wanted to devote herself full time to the family business in Windsor, Connecticut. She wanted to work side-by-side with her husband, fully focused on administration and business growth. As they both hoped, word of mouth spread; clients made referrals. Joyce was soon overwhelmed with paperwork. They brought on two employees—doubling up in the busy seasons. They were able to maintain four full-time employees by 2009. After this, Joyce says, they saw that “things were not moving.” She wanted to scale up.

**Challenge**
The company wasn’t growing in part because it wasn’t certified with the state department of transportation or prequalified with the Connecticut State Department of Administrative Services, Joyce says. She decided to tackle the certification problem full time, leaving her nursing career. This was the change she’d been wanting to make, but since her background was in health care, Joyce didn’t feel fluent in the languages of construction or business. Joyce wanted to learn, and she had incentive: they needed the certifications to bid on bigger jobs. “Never be afraid to ask questions,” she says. Joyce needed to find people with answers.

**Solution**
She and Jerado connected with the University of Hartford Entrepreneurial Center & Women’s Business Center, an SBA Resource Partner, where “from day one it was, Eureka! Everyone wanted to see us win.” Women entrepreneurs receive essential business counseling and training from this national network of community-based centers. Most helpful was the detailed personal attention available through free one-on-one business counseling. Joyce also learned about workshops offered by providers like the Metropolitan District, a Connecticut nonprofit municipal corporation offering water and sewer services. At a meet-and-greet, Joyce understood how much the SBA could help her business. An SBA professional walked Joyce through the extensive paperwork and, crucially, helped her register the company in the System for Award Management (sam.gov), positioning the company for new federal contracts.

“Resources like the Entrepreneurial Center and the SBA will train you from bottom to top,” Joyce says. “They have finance classes that open your eyes regarding taxes. You’ll learn how to register your business. They’ll help with a contract or your website or accountability statements. Everything!”

Before the SBA, Reynolds Welding attempted the DOT certification on five separate occasions, always failing short because the process was so complicated. Joyce secured the certification with SBA guidance on the first attempt.

**Benefit**
Reynolds Welding now employs more than 15 workers, constructing stairs, rails, structural beams, and columns throughout the region. Jerado is working on two bridges—a lifelong dream. Joyce continues to move forward, getting Reynolds qualified for the SBA 8(a) Business Development Program, which provides free business development education to small businesses so they can better compete in the public sector. “When I came on full time, I set a goal for what I would like for the company, and I’ve achieved 80% of that,” Joyce says. When she secures 8(a) certification for Reynolds, she’ll have hit all her objectives. Then, she admits, she’ll probably come up with some new ones.
No matter your industry, location, or experience, if you have a dream, the SBA is here to help you achieve it. Our SBA Resource Partners offer mentoring, counseling, and training to help you startup and thrive at all stages of the business life cycle. These independent organizations operating across the United States and U.S. territories are funded through SBA cooperative agreements or grants.

**SBA Resource Partners**

SMALL BUSINESS DEVELOPMENT CENTERS

950+
Small Business Development Centers

Achieve your dream of business ownership and remain competitive in an ever-changing global economy with assistance from your local SBDC. Access free counseling and free or low-cost training on topics like regulatory compliance, technology development, and international trade. Find an SBDC adviser at sba.gov/sbdc.

SCORE

300+
SCORE chapters

Join the ranks of other business owners who have experienced higher revenues and increased growth thanks to SCORE, the nation’s largest network of volunteer business mentors. Experienced executives share real-world knowledge to fit your busy schedule. SCORE mentors are available for free as often as you need, in person, via email or over video chat. Find a mentor at sba.gov/score.

WOMEN’S BUSINESS CENTERS

100+
Women’s Business Centers

Women entrepreneurs receive essential business counseling and training from this national network of community-based centers. Each center tailors its services to help you navigate the challenges women often face when starting or growing a business. To learn about SBA resources for women visit sba.gov/women.

VETERANS BUSINESS OUTREACH CENTERS

20+
Veterans Business Outreach Centers

Veteran and military entrepreneurs receive business training, counseling, and referrals to other SBA Resource Partners at a Veterans Business Outreach Center, sba.gov/vboc. Receive procurement guidance to better compete for government contracts. VBOCs also serve active duty service members, National Guard or Reserve members, veterans of any era, and military spouses.
Our Local SBA Resource Partners

SBA’s Resource Partners are independent organizations funded through SBA cooperative agreements or grants.

Karen Jenkins, president/CEO of KRJ Consulting in Charlotte, was directed to the SBA programs that would work best for her business by her local SBDC business adviser. Karen has succeeded in government contracting thanks to the SBA 8(a) Business Development Program and the Emerging Leaders program.

SCORE
Visit sba.gov/score to start working on your business goals. Contact your local office to schedule an appointment.

Greater Aiken Chapter
Aiken Chamber of Commerce
121 Richland Ave. E.
(803) 641-1111
greateraiken.score.org
North Augusta
406 West Ave.
(803) 279-2323

Charleston Chapter
Lonnie Hamilton III Building
4045 Bridge View Drive, suite B151
North Charleston
(843) 727-4778
charleston.sc.score.org
Summerville
Summerville Library
76 Old Trolley Road

Spartanburg Community College
Tyger River Campus
1875 E. Main St.
Duncan
(864) 592-6317

Lowcountry Chapter
Hilton Head Island
Bluffton Chamber of Commerce
1 Chamber of Commerce Drive
(843) 785-7107
sclowcountry.score.org
Beaufort
(843) 470-0800
Bluffton
(843) 785-7105

Small Business Development Centers
scsbdc.com
@scsbdc

State Director’s Office
University of South Carolina
Moore School of Business
1014 Greene St.
Columbia
(803) 777-4907
scsbdc@sc.edu

Clemson Area SBDC
Clemson University
413 Sirrine Hall
(864) 710-4717
bennys@clemson.edu
clemson.edu/sbdc

Greenville Area SBDC
225 S. Pleasantburg Drive, suite C-12
Greenville
(864) 370-1545
clemsonsbdc@clemson.edu

Grand Strand Chapter
605 10th Ave. N.
Myrtle Beach
(843) 918-1079
grandstrand.score.org

Midlands Chapter
Columbia Chamber of Commerce
930 Richland St.
Columbia
(803) 765-5131
midlands.score.org
Chapin
(803) 345-1100
Hartsville Chamber of Commerce
214 N. Fifth St.
(843) 332-6401

Piedmont Chapter
31 Boland Court
Greenville
(864) 271-3638
piedmont.score.org
Veterans Business Outreach Center
Veteran entrepreneurs or small business owners can receive business training, counseling and mentoring, and referrals to other SBA Resource Partners at a Veterans Business Outreach Center, sba.gov/vboc. This is also the place to receive procurement guidance, which can help your business better compete for government contracts.

Georgia Veterans Education Career Transition Resource Center
1001 S. Armed Forces Blvd.
Warner Robins, GA
(478) 218-3900
avecpr.org
Your Advocates

The SBA’s offices of advocacy and ombudsman are independent voices for small business within the federal government.

Advocacy

When you need a voice within the federal government for your interests as a small business owner, the SBA’s regional advocates are here to assist. The advocates analyze the effects of proposed regulations and consider alternatives that minimize the economic burden on small businesses, governmental jurisdictions, and nonprofits. Find your regional advocate at sba.gov/advocacy.

Your advocate helps with these small business issues:

» when you need economic and small business statistics
» if your business could be negatively affected by regulations proposed by the government
» if you have contracting issues with a federal agency
» seek remedies when rules are inconsistently applied
» resolve regulatory disputes with federal agencies
» recover payment for services done by government contractors

Advocates

The SBA’s Office of Advocacy also independently represents small business and advances its concerns before Congress, the White House, federal agencies, federal courts, and state policy makers.

Ombudsman

Entrepreneurs who have an issue with an existing federal regulation or policy can receive assistance from the SBA’s national ombudsman.

The ombudsman’s office helps you:

» resolve regulatory disputes with federal agencies
» reduce unfair penalties and fines
» submit a comment or complaint through the online form, visit sba.gov/ombudsman/comments. Your concerns will be directed to the appropriate federal agency for review. The SBA will collaborate with you and the agency to help resolve the issue.

To report how a proposed federal regulation could unfairly affect you, find your regional SBA advocate at sba.gov/advocacy.

To submit a comment about how your business has been hurt by an existing regulation, visit sba.gov/ombudsman/comments.
Thinking of starting a business? Here are the nuts & bolts.

The Startup Logistics
Even if you’re running a home-based business, you will have to comply with many local, state, and federal regulations. Do not ignore regulatory details. You may avoid some red tape in the beginning, but your lack of compliance could become an obstacle as your business grows. Taking the time to research regulations is as important as knowing your market. Carefully investigate the laws affecting your industry. Being out of compliance could leave you unprotected legally, lead to expensive penalties, and jeopardize your business.

Market Research
Need to do research on your clients and location? View consumer and business data for your area using the Census Business Builder: Small Business Edition, https://cbb.census.gov/sbe. Filter your search by business type and location to view data on your potential customers, including consumer spending, and a summary of existing businesses, available as a map and a report.

Business License & Zoning
Licenses are typically administered by a variety of state and local departments. It is important to consider zoning regulations when choosing a site for your business. Contact the local business license office where you plan to locate your business. You may not be permitted to conduct business out of your home or engage in industrial activity in a retail district. Find your city and county contacts at the South Carolina Business One Stop, (803) 898-5960, or visit scbos.sc.gov.

Name Registration
Register your business name with the county clerk where your business is located. If you’re a corporation, also register with the state.

SC Secretary of State
1205 Pendleton St., suite 525
Columbia
(803) 734-2170
scsos.com

Taxes
As a business owner, you should know your federal tax responsibilities and make some business decisions to comply with certain tax requirements. The IRS Small Business and Self-Employed Tax Center, go.usa.gov/xPxYR, offers information on a variety of topics including: obtaining an Employer Identification Number, paying and filing income tax, virtual workshops, forms, and publications.
As the IRS continues to implement some of the Tax Cuts and Jobs Act provisions, your tax obligations may change. Visit the Tax Reform Provisions that Affect Businesses page on irs.gov for the latest tax reform updates that affect your bottom line.

» Small Business Stakeholder Liaison
   Evette Davis
   (803) 548-4350
evette.davis@irs.gov

» State Taxes
   SC Department of Revenue
   (803) 898-5000
dor.sc.gov

Social Security
If you have any employees, including officers of a corporation but not the sole proprietor or partners, you must make periodic payments, and/or file quarterly reports about payroll taxes and other mandatory deductions. You can contact the IRS or the Social Security Administration for information, assistance, and forms, at (800) 772-1213 or visit socialsecurity.gov/employer. You can file W-2s online or verify job seekers through the Social Security Number Verification Service.

Employment Eligibility Verification
The Federal Immigration Reform and Control Act of 1986 requires employers to verify employment eligibility of new employees. The law obligates an employer to process Employment Eligibility Verification Form I-9. The U.S. Citizenship and Immigration Service offers information and assistance through uscis.gov/i-9-central. For forms call (800) 870-3676. For the employer hotline call (888) 464-4218 or email I-9central@dhs.gov.

E-Verify, operated by the Department of Homeland Security in partnership with the Social Security Administration, electronically verifies the Social Security number and employment eligibility information reported on Form I-9. It’s the quickest way for employers to determine the employment eligibility of new hires. Visit e-verify.gov, call (888) 464-4218 or email e-verify@dhs.gov.

Health & Safety
All businesses with employees are required to comply with state and federal regulations regarding the protection of employees, visit dol.gov for information. The Occupational Safety and Health Administration provides information on the specific health and safety standards used by the U.S. Department of Labor. Call (800) 321-6742 or visit osha.gov.

» U.S. Department of Labor Wage & Hour Division
   1835 Assembly St., suite 1072
   Columbia
   (803) 765-5981

» SC Department of Labor Licensing & Regulations
   Kingstree Building
   110 Centerview Drive
   Columbia
   (803) 896-4300
llr.state.sc.us

Employee Insurance
Check with your state laws to see if you are required to provide unemployment or workers’ compensation insurance for your employees. For health insurance options, call the Small Business Health Options Program at (800) 706-7893 or visit healthcare.gov/small-businesses/employers.

Department of Labor Association Health Plans allow small businesses, including self-employed workers, to band together by geography or industry to obtain healthcare coverage as if they were a single large employer. For information, visit dol.gov/general/topic/association-health-plans.
Reeves Clippard used the business knowledge he acquired in the SBA Emerging Leaders program to grow A/R Solar in Seattle, WA.

Environmental Regulations
State assistance is available for small businesses that must comply with environmental regulations under the Clean Air Act. State Small Business Environmental Assistance programs provide free and confidential assistance to help small business owners understand and comply with complex environmental regulations and permitting requirements. These state programs can help businesses reduce emissions at the source, often reducing regulatory burden and saving you money. To learn more about these free services visit nationalsbeap.org/states/list.

SC Department of Health and Environmental Control
2600 Bull St.
Columbia
(803) 898-3432
scdhec.gov

Accessibility and ADA Compliance
For assistance with the Americans with Disabilities Act, call the ADA Center at (800) 949-4232 or the Department of Justice at (800) 514-0301. Direct questions about accessible design and the ADA standards to the U.S. Access Board at (800) 872-2253, TTY (800) 993-2822, ta@access-board.gov or visit access-board.gov.

Child Support
Employers are essential to the success of the child support program and are responsible for collecting 75% of support nationwide through payroll deductions. The Office of Child Support Enforcement at Health and Human Services offers employers step-by-step instructions for processing income withholding orders for child support. Download the fact sheet about the Employer’s Role in the Child Support Program at the Office of Child Support Enforcement’s website at acf.hhs.gov/programs/css > employer responsibilities. You can also find information about other employer responsibilities and tools that can make meeting those responsibilities easier, such as electronic income withholding orders and the Child Support Portal. Send questions to employerservices@acf.hhs.gov.

Intellectual Property
Patents, trademarks, and copyrights are types of intellectual property that serve to protect creations and innovations. The United States Patent and Trademark Office is the federal agency that grants U.S. patents and registers trademarks. For information and resources about U.S. patents and federally registered trademarks consult uspto.gov. Call the patent and trademark office help center at (800) 786-9199 or visit the U.S. Patent and Trademark headquarters in Alexandria, Virginia.

A patent for an invention is the grant of a property right to an inventor, issued by the U.S. patent office. The right conferred by the patent grant is the right to exclude others from making, using, offering for sale, or selling the invention in the United States or importing the invention into the country. For information visit uspto.gov/inventors.

There are three types of patents:
- Utility patents may be granted to anyone who invents or discovers any new and useful process, machine, manufacture, or composition of matter, or any new and useful improvement.
- Design patents may be granted to anyone who invents a new, original, and ornamental design for an article of manufacture.
- Plant patents may be granted to anyone who invents or discovers and asexually reproduces any distinct and new variety of plant, other than
• a tuber propagated plant or a plant found in an uncultivated state. A trademark or service mark includes any word, name, symbol, device, or any combination, used or intended to be used to identify and distinguish the goods/services of one seller or provider from those of others and to indicate the source of the goods/services. Trademarks and service marks may be registered at both the state and federal level. The U.S. Patent and Trademark Office only registers federal trademarks and service marks. Federally registered trademarks may conflict with and supersede those registered only at the state level. Visit uspto.gov/trademarks.

Copyrights protect original works of authorship including literary, dramatic, musical and artistic, and certain other intellectual works. Copyrights do not protect facts, ideas, and systems, although they may protect the way they are expressed.

For general information contact:

» U.S. Copyright Office
  U.S. Library of Congress
  James Madison Memorial Building
  101 Independence Ave. SE
  Washington, DC
  (202) 707-3000 or toll free
  (877) 476-0778
  copyright.gov

Export Assistance

U.S. Export Assistance Centers
1362 McMillian Ave., suite 100
North Charleston
(843) 746-3404
export.gov/southcarolina
Columbia
1301 Gervais St., suite 1100
(803) 255-2623
Greenville
216 S. Pleasantburg Drive, suite 243
(704) 340-1299

SC Department of Commerce – International Strategy & Trade
1201 Main St., suite 1600
Columbia
(803) 737-0598
sccommerce.com/export-incentives

Chambers of Commerce

African American Chamber
(803) 661-2977
scachamber.org
American Indian Chamber
(843) 224-4000
aiccsc.org
Abbeville
(864) 366-4600
abbevillechamber.org
Aiken
(803) 641-1111
aikenchamber.net
Anderson
(864) 226-3454
andersonschamber.com
Aynor
(843) 358-4808
aynorareachamberofcommerce.com
Bamberg
(803) 245-4427
bambergcountychamber.org
Barnwell
(803) 259-7446
southernpalmettoregionalchamber.org
Batesburg-Leesville
(803) 532-4339
batesburg-leesvillechamber.org
Beaufort
(843) 525-8525
beaufortchamber.org
Beaufort County Black Chamber
(843) 986-1102
bcbcc.org
Berkeley
(843) 761-8238
berkeleysc.org
Blythewood
(803) 403-6769
blythewoodchamber.com
Calhoun Falls
(864) 418-8672
Cayce West Columbia
(803) 794-6504
cwchamber.com
Chapin
(803) 345-1100
chapinchamber.com
Charleston Metro
(843) 577-2510
charlestonchamber.org
Cheraw
(843) 537-7681
cherawchamber.com
Cherokee County
(864) 489-5721
cherokeechamber.org
Chester County
(803) 581-4142
chesterchamber.com
Clarendon County
(803) 435-4405
clarendoncounty.com
Clemson area
(864) 654-1200
clemsonareachamber.org
Clover
(803) 222-3312
cloverchamber.org
Columbia
(803) 733-1110
columbiachamber.com
Conway
(843) 248-2273
conwayscchamber.com
Darlington
(843) 393-2641
darlingtonchamber.com
Dillon County
(843) 774-8551
dilloncounty.sc.gov
Easley County
(864) 859-2693
easleychamber.org
Edgefield County
(803) 275-0010
edgefieldcountychamber.net
Edisto
(843) 869-3867
edistochamber.com
Fairfield County
(803) 635-4242
fairfieldchamber.sc
Florence
(843) 665-0515
florchamber.com
Fountain Inn
(864) 862-2586
fountaininnchamber.org
Georgetown County
(843) 546-8436
visitgeorge.com
Greenville
(864) 242-1050
greenvillechamber.org
<table>
<thead>
<tr>
<th>Local Business Assistance</th>
<th>Greenwood</th>
<th>(864) 223-8431</th>
<th>greenvillochamber.org</th>
</tr>
</thead>
<tbody>
<tr>
<td>Greer</td>
<td>(864) 877-3131</td>
<td>greerchamber.com</td>
<td></td>
</tr>
<tr>
<td>Hampton County</td>
<td>(803) 914-2143</td>
<td>hamptoncountychamber.org</td>
<td></td>
</tr>
<tr>
<td>Hardeeville</td>
<td>(843) 784-3630</td>
<td>hardeevillechamber.com</td>
<td></td>
</tr>
<tr>
<td>Hartsville</td>
<td>(843) 332-6401</td>
<td>hartsvillechamber.org</td>
<td></td>
</tr>
<tr>
<td>Hilton Head-Bluffton</td>
<td>(843) 785-3673</td>
<td>hiltonheadchamber.org</td>
<td></td>
</tr>
<tr>
<td>Inman</td>
<td>(843) 472-3654</td>
<td>inmanscchamber.org</td>
<td></td>
</tr>
<tr>
<td>Irmo</td>
<td>(864) 749-9355</td>
<td>greaterirmochamber.com</td>
<td></td>
</tr>
<tr>
<td>Jasper County</td>
<td>(864) 726-8126</td>
<td>jaspersc.org</td>
<td></td>
</tr>
<tr>
<td>Kershaw County</td>
<td>(803) 432-2525</td>
<td>kershawcountychamber.org</td>
<td></td>
</tr>
<tr>
<td>Lake City</td>
<td>(843) 374-8611</td>
<td>lakecitysc.org</td>
<td></td>
</tr>
<tr>
<td>Lake Murray</td>
<td>(803) 356-2151</td>
<td>lakemurraychamber.com</td>
<td></td>
</tr>
<tr>
<td>Lake Wylie</td>
<td>(803) 831-2827</td>
<td>lakewyliechamber.org</td>
<td></td>
</tr>
<tr>
<td>Lancaster County</td>
<td>(803) 283-4105</td>
<td>lancasterchamber.org</td>
<td></td>
</tr>
<tr>
<td>Laurens County</td>
<td>(864) 833-2716</td>
<td>laurenscounty.org/cc</td>
<td></td>
</tr>
<tr>
<td>Lee County</td>
<td>(803) 483-2800</td>
<td>leecountychamber.org</td>
<td></td>
</tr>
<tr>
<td>Lexington</td>
<td>(803) 359-6113</td>
<td>lexingtonsc.org</td>
<td></td>
</tr>
<tr>
<td>Little River</td>
<td>(843) 249-6604</td>
<td>litleriverchamber.org</td>
<td></td>
</tr>
<tr>
<td>Loris</td>
<td>(843) 756-6030</td>
<td>lorischamber.com</td>
<td></td>
</tr>
<tr>
<td>Marion</td>
<td>(843) 423-3561</td>
<td>marionscchamber.com</td>
<td></td>
</tr>
<tr>
<td>Mauldin</td>
<td>(864) 297-1323</td>
<td>mauldinchamber.org</td>
<td></td>
</tr>
<tr>
<td>McCormick</td>
<td>(864) 852-2835</td>
<td>mccormickchamber.org</td>
<td></td>
</tr>
<tr>
<td>Midland Valley</td>
<td>(803) 392-7043</td>
<td>facebook.com/mvachamber</td>
<td></td>
</tr>
<tr>
<td>Mullins</td>
<td>(843) 464-6651</td>
<td>mullinschamber.org</td>
<td></td>
</tr>
<tr>
<td>Myrtle Beach</td>
<td>(843) 626-7444</td>
<td>myrtlebeachareachamber.org</td>
<td></td>
</tr>
<tr>
<td>Newberry County</td>
<td>(803) 276-4274</td>
<td>newberrycountychamber.org</td>
<td></td>
</tr>
<tr>
<td>Ninety Six</td>
<td>(864) 543-2047</td>
<td>ninety6sc.gov</td>
<td></td>
</tr>
<tr>
<td>North Augusta</td>
<td>(803) 279-2323</td>
<td>northaugustachamber.org</td>
<td></td>
</tr>
<tr>
<td>North Myrtle Beach</td>
<td>(843) 281-2662</td>
<td>northmyrtlebeachchamber.org</td>
<td></td>
</tr>
<tr>
<td>Oconee County</td>
<td>(864) 882-2097</td>
<td>oconeechamber.org</td>
<td></td>
</tr>
<tr>
<td>Orangeburg County</td>
<td>(803) 534-6821</td>
<td>orangeburgchamber.org</td>
<td></td>
</tr>
<tr>
<td>Pageland</td>
<td>(843) 672-6400</td>
<td>pagelandchamber.net</td>
<td></td>
</tr>
<tr>
<td>Pickens</td>
<td>(864) 878-3258</td>
<td>pickenschamberofcommerce.com</td>
<td></td>
</tr>
<tr>
<td>Rock Hill</td>
<td>(803) 324-7500</td>
<td>yorkcountychamber.com</td>
<td></td>
</tr>
<tr>
<td>Saluda County</td>
<td>(864) 445-4100</td>
<td>saludachamber.org</td>
<td></td>
</tr>
<tr>
<td>SC Chamber</td>
<td>(803) 799-4601</td>
<td>sc Peacham.org</td>
<td></td>
</tr>
<tr>
<td>SC Hispanic Chamber</td>
<td>(864) 643-7261</td>
<td>schcc.org</td>
<td></td>
</tr>
<tr>
<td>SC Small Business</td>
<td>(864) 252-5733</td>
<td>scsbc.org</td>
<td></td>
</tr>
<tr>
<td>Simpsonville area</td>
<td>(864) 963-3781</td>
<td>simpsonvillechamber.com</td>
<td></td>
</tr>
<tr>
<td>Spartanburg area</td>
<td>(864) 594-5000</td>
<td>spartanburgchamber.com</td>
<td></td>
</tr>
<tr>
<td>Summerville &amp; Dorchester County</td>
<td>(843) 873-2931</td>
<td>greatersummerville.org</td>
<td></td>
</tr>
<tr>
<td>Sumter</td>
<td>(803) 775-1231</td>
<td>sumterchamber.com</td>
<td></td>
</tr>
<tr>
<td>Tri-County region</td>
<td>(843) 563-8187</td>
<td>tri-crrc.com</td>
<td></td>
</tr>
<tr>
<td>Union County</td>
<td>(864) 427-9039</td>
<td>unionsc.info</td>
<td></td>
</tr>
<tr>
<td>Walterboro-Colleton</td>
<td>(843) 549-9595</td>
<td>walterboro.org</td>
<td></td>
</tr>
<tr>
<td>Westminster</td>
<td>(864) 647-5316</td>
<td>westminstersc.com</td>
<td></td>
</tr>
<tr>
<td>Williamsburg</td>
<td>(864) 355-6431</td>
<td>williamsburgsc.org</td>
<td></td>
</tr>
<tr>
<td>York County region</td>
<td>(803) 324-7500</td>
<td>yorkcountychamber.com</td>
<td></td>
</tr>
</tbody>
</table>
In Boots to Business, you explore business ownership and other self-employment opportunities while learning key business concepts. You will walk away with an overview of entrepreneurship and applicable business ownership fundamentals, including how to access startup capital using SBA resources.

Boots to Business is conducted on all military installations as part of the Department of Defense’s Transition Assistance Program.

Who’s eligible?
Service members transitioning out of active duty and military spouses.

Are you a veteran or member of the National Guard or Reserve or a military spouse? Boots to Business: Reboot teaches this entrepreneurship curriculum off base and in local communities. Register for either B2B program at https://sbavets.force.com.

Opportunities for Veterans

Members of the military community can start and grow their small businesses with the help of SBA programs.

Need entrepreneurship training?
In Boots to Business, you explore business ownership and other self-employment opportunities while learning key business concepts. You will walk away with an overview of entrepreneurship and applicable business ownership fundamentals, including how to access startup capital using SBA resources. Boots to Business is conducted on all military installations as part of the Department of Defense’s Transition Assistance Program.

Who’s eligible?
Service members transitioning out of active duty and military spouses.

Are you a veteran or member of the National Guard or Reserve or a military spouse? Boots to Business: Reboot teaches this entrepreneurship curriculum off base and in local communities. Register for either B2B program at https://sbavets.force.com.

For women veterans
Receive entrepreneurial training geared toward women veterans, service members, and spouses of service members through these SBA-funded programs:
» Veteran Women Igniting the Spirit of Entrepreneurship in Syracuse, New York
» LiftFund in San Antonio, Texas

For service-disabled veterans
Learn how to start and grow a small business using these SBA-funded programs:
» Entrepreneurship Bootcamp for Veterans with Disabilities in Syracuse, New York
» Veterans Entrepreneurship Program at the Riata Center for Entrepreneurship, Spears School of Business, Oklahoma State University in Stillwater, Oklahoma
» Veteran Entrepreneurship Jumpstart at St. Joseph’s University in Philadelphia, Pennsylvania
» Dog Tag Inc., affiliated with Georgetown University in Washington, DC

Have an employee who was called to active duty?
You may receive funds that enable your business to meet ordinary and necessary operating expenses when an essential employee is called up to active duty in the military reserve. Ask your local SBA district office or SBA Lender about the Military Reservist Economic Injury Disaster Loan.

Interested in contracting?
Veteran-owned and service-disabled veteran-owned small businesses interested in federal contracting receive training from the Veteran Institute for Procurement, which offers a platform with three training programs to assist veterans. Visit nationalvip.org.

VIP Start
Enter the federal market and become ready for procurement. Nearly 200 veteran-owned businesses from 29 states plus Washington, DC have graduated from the program.

VIP Grow
Strategize to expand and operate within the federal marketplace. More than 700 veteran-owned businesses from 42 states plus DC and Guam have graduated from this program.

VIP International
Enter or expand your federal and commercial contracting opportunities overseas.

Get certified
Learn about the service-disabled veteran-owned small business certification program on page 49.

For more assistance
Veteran and military entrepreneurs receive business training, counseling, and referrals to other SBA Resource Partners at a Veterans Business Outreach Center, sba.gov/vboc. For veterans business information visit sba.gov/veterans.

HOW THE SBA HELPED US SUCCEED
Margot Adam Langstaff, left, and Elisa Hamill, right, sought assistance from their local Veterans Business Outreach Center, which helped them better compete for government contracts. LifeHealth of Littleton, CO has expanded to more than 30 states with offices in Washington, DC and San Antonio, TX. Their clients include the Department of Defense, the National Guard, and the Indian Health Service. They also expanded their business using an SBA-backed line of credit for $350,000. Margot started her career as an Army medic, eventually running one of the largest outpatient clinics in the Northeast at Ft. Devens, MA.

COURTESY OF LIFEHEALTH
LOCAL BUSINESS ASSISTANCE
**Entrepreneurial Opportunities**

**Regional Innovation Clusters**
Create jobs and grow the economy through an SBA Regional Innovation Cluster.

**Who should join**
Small businesses driving innovation in one of these tech industries:
- advanced composites
- agTech
- bioscience
- food processing
- data sciences
- medical sciences
- power and energy
- unmanned aerial systems
- water tech
- wood products

**How it works**
Each industry cluster is based in a geographic region. Your small business must be located in or near that region in order to join the cluster. For example, the AgLaunch Initiative cluster, which focuses on agricultural technology, is located in the Tennessee area. A small agTech business in or near Tennessee will connect with other agTech suppliers, service providers, and related institutions through that innovation cluster.

**How it benefits you**
Network with other industry innovators and connect with resources that will help your small business find funding. You’ll also receive guidance on how to better compete for government contracts and other opportunities so you can grow and expand. Receive free technical and legal assistance to develop your tech and get it to market for government and industry buyers.

**Get involved**
Find an SBA Regional Innovation Cluster near you by visiting [sba.gov/localassistance](http://sba.gov/localassistance). Select the regional innovation clusters on the drop-down menu.

---

**Online Resources**
Find free short courses and learning tools to start and grow your small business at [sba.gov/learning](http://sba.gov/learning). The free SBA Online Learning Center is a great resource for every entrepreneur, especially rural business owners looking for easy access to vital business training.

**Courses include:**
- writing your business plan
- buying a business
- financing options
- digital and traditional marketing to win customers
- disaster recovery
- understanding your customer

---

**Native American Workshops**
Tribal enterprises and business organizations can receive training at an SBA Entrepreneurial Empowerment Workshop. These workshops cover business concepts important for starting, growing, or expanding a small business. RedWind instructors identify and help participants avoid common pitfalls. Learn how to prepare a business plan, gain access to capital, and basic book keeping. Request a workshop in your area by visiting [nativesmallbusiness.org](http://nativesmallbusiness.org).
SBA Regional Innovation Clusters

2. The Ozarks Cluster – Startup Junkie (Industry focus: Food processing, supply chain, & logistics)
3. The Water Council Cluster
4. Marine Industry Science & Technology Cluster
5. BioSTL: St. Louis Biosciences Cluster
6. Oklahoma-South Kansas Unmanned Aerial Systems Cluster
7. The Appalachian Ohio Wood Products Cluster
8. Conductor RIC in Healthcare, Education & Data/Decision Sciences – Startup Junkie Consulting
9. Integrative Business Services Inc. (Industry focus: Optics)
10. Great Plains Technology & Manufacturing Cluster
11. Montana Bioscience Cluster – Montana Technology Enterprise Center
12. AgLaunch Initiative
13. Utah Advanced Material Manufacturing Initiative
Write your Business Plan

Your business plan is the foundation of your business. Learn how to write a business plan with the help of an SBA Resource Partner.

Business plans help you run your business.

A good business plan guides you through managing your business. You’ll use your business plan as a roadmap for how to structure, run, and grow your new business.

Business plans can help you get funding or bring on new business partners. Investors want to see a return on their investment. Your business plan is the tool you’ll use to convince people that working with you—or investing in your company—is a smart investment. Brainstorm with a business counselor (visit one of our SBA Resource Partners detailed on page 8) and write a traditional business plan, which uses a standard structure and detailed sections. Once you’ve got it all down, you can then condense it to a lean startup business plan, which typically contains key points on only one page.

TRADITIONAL BUSINESS PLAN FORMAT

When you write your business plan, you don’t have to stick to the exact business plan template. Instead, use the sections that make the most sense for your business and your needs.

Executive Summary
Briefly summarize your company and why it will be successful. Include your mission statement, your product or service, and basic information about your company’s leadership team, employees, and location. You should also include financial information and high-level growth plans if you plan to ask for financing.

Company Description
Go into detail about the problems your business solves. Be specific as to audience and location. List out the consumers, organizations, or businesses your company plans to serve.

Explain the competitive advantages you have that will make your business successful. Are there experts on your team? Have you found the perfect location? Your company description is the place to boast about your strengths.

Market Analysis
Demonstrate a solid understanding of your industry outlook and target market. This is where it pays to partner with an experienced business counselor from your local Small Business Development Center, SCORE, Women’s Business Center, or Veterans Business Outreach Center—all these SBA Resource Partners provide free or low-cost business assistance. Competitive research will show what other businesses are doing and their strengths. In your market research, look for trends and themes. What do successful competitors do? Why does it work? Can you do it better? Now’s the time to answer these questions.

Organization and Management
Explain how your company will be structured and who will run it.

Describe the legal structure of your business. State whether you have or intend to incorporate your business as a C or an S corporation, form a general or limited partnership, or if you’re a sole proprietor or limited liability company.

Want to see an example of a business plan?

View examples of business plans at sba.gov/business-guide/plan/write-your-business-plan-template
Use an organizational chart to show the hierarchy. Explain how each person’s experience will contribute to the success of your venture. Consider including CVs of key members.

**Service or Product Line**
Describe what you sell or what service you offer. Explain how it benefits your customers and the product lifecycle. Share your plans for intellectual property, like copyright or patent filings. If you're doing research and development for your service or product, explain it.

**Marketing and Sales**
Your marketing strategy should evolve and change to fit your needs in each context.

Describe how you'll attract and retain customers. Show how a sale will actually happen. You'll refer to this section later when you make financial projections, so be thorough.

**Funding Request**
If you're asking for funding, outline your funding requirements. Specify whether you want debt or equity and the terms you'd like. Your goal is to clearly explain how much funding you'll need over the next five years and how the investment will be used.

Specify if you need funds to buy equipment or materials, pay salaries, or cover specific bills until revenue increases. Explain how you'll pay off the debt.

**Financial Projections**
Supplement your funding request with a prospective financial outlook for the next five years. Show how your business will be a financial success.

If your business is already established, include income statements, balance sheets, and cash flow statements for the last three to five years. List collateral you could put against a loan.

Include forecasted income statements, balance sheets, cash flow statements, and capital expenditure budgets. For the first year, be even more specific and use quarterly—or even monthly—projections. Make sure to clearly explain your projections and match them to your funding requests.

Use visual organization tools—graphs and charts—to tell your business's financial story.

**Appendix**
Here you'll attach supporting documents or other requested materials. Common items to include are credit histories, CVs, product pictures, letters of reference, licenses, permits, patents, legal documents, and other contracts.

---

**LEAN STARTUP PLAN CHECKLIST**

- Executive summary
- Company description
- Market analysis
- Organization and management
- Service or product line
- Marketing and sales
- Funding request
- Financial projections
- Appendix

**LEAN STARTUP PLAN FORMAT**
Write a lean startup plan if requested from an investor, or if your business is relatively simple or you plan to regularly change and refine as you go.

Lean startup plans use more visual organization tools and only a handful of elements to describe your company’s value proposition, infrastructure, customers, and finances. They’re useful for visualizing your company’s fundamental facts. Your business counselor can help you edit down into the Business Model Canvas, used here—the most well known style, or another lean startup template.

**Key Partnerships**
Note the other businesses you’ll work with—suppliers, manufacturers, subcontractors, and similar strategic partners.

**Key Activities**
List the ways your business will gain a competitive advantage. Will you sell direct to consumers or use technology to tap into the sharing economy?

**Key Resources**
List resources you’ll leverage to create value for your customer. Your most important assets include staff, capital, or intellectual property. Leverage business resources that might be available to women, veterans, Native Americans, and HUBZone–certified businesses.

**Value Proposition**
Make a clear and compelling statement about the unique value your company brings to the market.

**Customer Relationships**
Describe how customers will interact with your business. Think through the customer experience from start to finish. Is it automated or personal? In person or online?

**Customer Segments**
Name your target market. Your business won’t be for everybody; it’s important to have a clear sense of who you serve.

**Channels**
List the most important ways you’ll talk to your customers.

**Cost Structure**
Will your company focus on reducing cost or maximizing value? Define your strategy, then list the most significant costs you’ll face.

**Revenue Streams**
Explain how your company makes money: direct sales, memberships fees, selling advertising space? If your company has multiple revenue streams, list them all.
When Boyd and Nicole Johnson wanted to distribute their high-performance bicycle wheels overseas, the couple turned to the SBA. With the help of SBA export assistance, the Johnsons are competing better here and abroad.

- **What challenge did you have?** As former professional cyclists, we knew there was an international demand for innovative cycling products. We just had to tap into that international market with our small-business budget. One of the biggest obstacles was we didn’t have the capacity nor capability to market ourselves abroad. The cycling world really requires personal interaction and face-to-face meetings. We needed a budget to meet clients where they are to tell them about the benefits of our products.

- **What was the SBA solution?** We used the SBA-funded State Trade Expansion Program to help us export our products to Europe. First, we reached out to the South Carolina Department of Commerce, which administers the STEP grant to assist small businesses to succeed in the international marketplace. The Department of Commerce provided the funding for Boyd Cycling to expand our marketing to European, Asian, and South American countries by participating in trade shows in Germany and Taiwan.

- **What benefit did this have for you?** Learning how to export from STEP program specialists was a tremendous time saver. Our grant allowed us to travel to many international locations for seminars and trade shows to meet with customers and secure new contracts. Thanks to the STEP program, we’ve increased sales by about 20%, while gaining momentum to continue business growth.

  Our business is now exporting to South America, Australia, and Asia. We are a husband and wife team, and it would’ve been difficult to accomplish that without the help of the SBA and the South Carolina Department of Commerce. We are very appreciative of their support and for making the world a better market for small businesses.
"We used the SBA-funded State Trade Expansion Program to help us export our products to Europe."

Boyd & Nicole Johnson
Owners, Boyd Cycling
How We Did It

Crafting a Business

SBA-backed financing helped Superstition Meadery expand into a multimillion dollar enterprise.

written by Becky Bosshart
Jennifer and Jeff Herbert’s home-based brewing has expanded into a global, multimillion dollar enterprise thanks to SBA assistance. Using Arizona honey and ingredients they’ve sourced from around the world (such as Tahitian vanilla and Moroccan saffron), the Herberts are selling nearly 30,000 gallons annually of their honey-based fermented beverage. They operate a downtown Prescott, Arizona tasting room and state-of-the-art production facility, creating jobs and building a local craft industry. The Herberts, founding members of the American Mead Makers Association, have traveled around the world hosting pairing events and pouring at craft beverage festivals.

**Challenge**
The Herberts wanted to scale up their meadery while also staying true to their values of quality ingredients and craft process. It is often difficult for new entrepreneurs or unique concepts like a meadery to get traditional financing, even though they knew they had a great idea, the backing wasn’t there to expand. They say that choosing to do something new breaks the mold, which can be uncomfortable for traditional lenders.

**Solution**
Thanks to guidance from an SBA Resource Partner, the Small Business Development Center at Yavapai Community College, Jennifer and Jeff learned about financing that worked for them. The SBA guarantees loans made by lending institutions to small business that would not otherwise be able to obtain financing. Their small business qualified for two SBA-backed loans totaling more than $600,000. The Herberts’ first SBA-backed loan allowed them to acquire commercial property to design and build their mead production facility. Their second SBA-backed loan provided the funding for professional brewing equipment to complete their 7,450-square-foot production space. The Herberts recently purchased a historic building in downtown Phoenix, Arizona to open a mead-pairing restaurant.

**Benefit**
The Herberts started with two employees and now have over 20 producing 29,000 gallons this year. From a homegrown setup, Jennifer and Jeff are now charting revenue in excess of $2.6 million and distributing to 37 states, across Europe and Southeast Asia. They have plans for another expansion, including a shipping warehouse to manage their online retail and wholesale orders.

---

**5 Tips for Success**

**Get guidance.**
Develop a working relationship with an SBA Resource Partner (see page 8) to help you find the funding that works best for you.

**Define your lending needs.**
Determine if a loan is right for you. Is this the right time? How much do you need? What are you going to use it for?

**Talk to multiple lenders.**
See who best matches you and your business. Has the lender successfully worked with other businesses in your industry?

**Check all options.**
Consult with your lender to see if you’re eligible for SBA financing programs, determined by your industry & experience; collateral; credit score; and the relationship & transparency you develop with the lending agent.

**Be ready for the ups and downs.**
Your entrepreneurial endeavor will be a roller coaster ride filled with challenges and successes. The path is all consuming so make sure that you love what you do. Passion is the price of admission.
SBA-backed Loans

help small business owners and entrepreneurs who are creditworthy but don’t qualify for conventional financing. If you cannot obtain a business loan with reasonable rates and terms, contact your local SBA Lender to see if you are eligible for SBA programs. The SBA works with participating lenders to reduce their risk, increasing the likelihood your loan will be approved with the terms that work best for you. The guarantee is conditional on the lender following SBA program requirements. Just like with any other loan, you make your loan payments directly to your lender in accordance with your terms.

Lender Match
Find a lender interested in working with you at sba.gov/lendermatch. This matching tool connects entrepreneurs with SBA Lenders in your area.

Let HomeTrust Bank Connect You to the Capital You Need

HomeTrust Bank is a national SBA 7(a) & USDA B&I Lender

Examples of eligible financing:
- Gas Station
- Hotel
- Franchise
- Auto Repair
- Mini / Self Storage
- Owner Occupied Real Estate and Office
- Business Acquisitions, Goodwill and Intangible Assets

1. Must be at least 51% owner occupied

Christopher McFatter
SVP / DIRECTOR OF SBA LENDING
828.225.3588
christopher.mcfatter@htb.com

Joe Diggs
SVP / SBA LENDING SALES MGR
704.971.7038
joe.diggs@htb.com

Member FDIC | Equal Housing Lender 191021-547639878

HomeTrust Bank
SBA Lending
HTBforBusiness.com/sba
SBA Lenders

Our participating SBA Lenders serve all South Carolina unless otherwise noted. Contact the lender for more bank locations.

AIKEN
Coastal Carolina National Bank
128 Laurens St. NW
(803) 644-9550
myccnb.com

First Community Bank
407 Silver Bluff Road SW
(803) 293-2400
firstcommunitysc.com

Regions Bank
(800) 734-4667
regions.com

Security Federal Bank
securityfederal.com

ANDERSON
Community First Bank
2007 E. Greenville St.
(864) 224-0178
c1stbank.com

Countybank
300 N. Main St.
(864) 622-2695
ecountybank.com

Entegra Bank
602 N. Main St.
(864) 716-4115
entegrabank.com

People’s Bank
peoplesbanksc.com
1921 E. Greenville St.
(864) 222-2601
3010 S. Main St.
(864) 296-3480

AIKEN
Coastal Carolina National Bank
128 Laurens St. NW
(803) 644-9550
myccnb.com

First Community Bank
407 Silver Bluff Road SW
(803) 293-2400
firstcommunitysc.com

Regions Bank
(800) 734-4667
regions.com

Security Federal Bank
securityfederal.com

ANDERSON
Community First Bank
2007 E. Greenville St.
(864) 224-0178
c1stbank.com

Countybank
300 N. Main St.
(864) 622-2695
ecountybank.com

Entegra Bank
602 N. Main St.
(864) 716-4115
entegrabank.com

People’s Bank
peoplesbanksc.com
1921 E. Greenville St.
(864) 222-2601
3010 S. Main St.
(864) 296-3480
CONWAY
Coastal Carolina National Bank
1106 Third Ave. (843) 488-2800
myccnb.com

DENMARK
Enterprise Bank of South Carolina
4668 Carolina Highway (803) 793-5018
ebsc.bank

DILLON
First Bank
localfirstbank.com
101 W. Main St. (843) 841-7656
206 E. Monroe St. (843) 841-9955

EASLEY
First Community Bank
1670 E. Main St. (864) 306-1444
firstcommunitysc.com

Pinnacle Bank
6602 Calhoun Memorial Highway (864) 306-2540
pfnf.com

EHRHARDT
Enterprise Bank of South Carolina
13497 Broxton Bridge Road (803) 267-3191
ebsc.bank

FLORENCE
First Reliance Bank
firstreliance.com
411 Second Loop Road (843) 656-5000
2170 W. Palmetto St. (843) 656-5000

South Carolina Federal Credit Union
scfederal.org
2321 Trade Court (843) 519-8300
1937 E. Palmetto St. (843) 519-8300

GAFFNEY
First National Bank of Pennsylvania
207 W. Cherokee St. (864) 839-2265
fnb-online.com

GARDEN CITY
Coastal Carolina National Bank
2961 Highway 17 S. (843) 839-3066
myccnb.com

PNC Bank
701 Gervais St. (877) 287-2654
pnc.com

GEORGETOWN
South Carolina Federal Credit Union
1701 Highmarket St. (843) 545-8300
scfederal.org

GOOSE CREEK
Heritage Trust Federal Credit Union
201 St. James Ave. (843) 832-7570
heritagetrust.org

Pinnacle Bank
597 Old Mount Holly Road, suite 200 (843) 553-0021
pfnf.com

South Carolina Federal Credit Union
scfederal.org
82 Bridgetown Road (843) 797-8300

1001 Jefferson Ave. Ext. (843) 797-8300

GRANITEVILLE
Security Federal Bank
50 Canal St. (803) 663-1100
securityfederalbank.com

GREENVILLE
Aquesta Bank
27 Cleveland St. (843) 242-1555
aquesta.com

Bank of Travelers Rest
bankoftravelersrest.com
2021 N. Pleasantburg Drive (864) 244-4380
201 Pelham Road (864) 298-0040
5101 Old Buncombe Road (864) 246-6702
6204 White Horse Road (864) 295-0008
1041 Verdae Blvd. (864) 720-1100
1900 Woodruff Road (864) 679-9300

GREENWOOD
Countybank
419 Main St. (864) 942-1569
countybank.com

GREER
Pinnacle Bank
530 W. Wade Hampton Blvd. (864) 801-1165
pfnf.com

Southern First Bank
309 The Parkway (864) 662-2000
southernfirst.com

HAMILTON
Regions Bank
403 First St. E (800) 734-4667
regions.com

HAMPTON
Pinnacle Bank
1000 William Hilton Parkway (843) 842-3232
pfnf.com

IRMO
Ameris Bank
1200 Lake Murray Blvd. (803) 749-5230
amerisbank.com

JAMES ISLAND
Heritage Trust Federal Credit Union
766 Daniel Ellis Drive (843) 832-7570
heritagetrust.org

JOHNS ISLAND
Pinnacle Bank
2753 Maybank Highway (843) 559-5029
pfnf.com

JOHNSTON
Regions Bank
400 Lee St. (800) 734-4667
regions.com

LEXINGTON
Ameris Bank
701 W. Main St. (803) 808-4220
amerisbank.com

First Reliance Bank
801 N. Lake Drive (803) 996-4900
firstreliance.com

Grow Financial Federal Credit Union
805 Highway 378 (803) 705-3121
growfinancial.org

Security Federal Bank
5446 Sunset Blvd. (803) 808-8180
securityfederalbank.com

Southern First Bank
5346 Sunset Blvd. (803) 520-5380
southernfirst.com

MARIETTA
Bank of Travelers Rest
3211 Geer Highway (864) 836-8187
bankoftravelersrest.com

MARIETTA
Bank of Travelers Rest
5239 Sunset Blvd. (803) 808-8180
securityfederalbank.com

Security Federal Bank
1790 Dutch Fork Road (803) 569-2700
securityfederalbank.com
<table>
<thead>
<tr>
<th>Funding Programs</th>
</tr>
</thead>
</table>
| **Travelers Rest**  
Bank of Travelers Rest  
[bankoftravelersrest.com](http://bankoftravelersrest.com)  
42 Plaza Drive  
(864) 834-9031  
500 Roe Center Court (864) 834-9061 |
| **South Carolina Federal Credit Union**  
109 N. 12th St.  
(803) 738-8300  
scfederal.org |

**WESTMINSTER**  
Community First Bank  
306 E. Windsor St.  
(864) 647-5487  
c1stbank.com |

**WILLIAMSTON**  
Community First Bank  
208 E. Main St.  
(864) 847-5109  
c1stbank.com |

**WILLISTON**  
Enterprise Bank of South Carolina  
12960 Main St.  
(803) 266-7474  
ebsc.bank |

**STATEWIDE & OUT OF STATE LENDERS** |

| First Colonial Community Bank  
(856) 885-2042  
1stcolonial.com |
| Atlantic Capital  
(855) 693-7422  
atlanticcapital.com |
| Bancorp Bank  
(800) 545-0289  
thebancorp.com |
| Bank of America  
(800) 432-1000  
bankofamerica.com |
| Bank of George  
(702) 851-4200  
bankofgeorge.com |
| Bank of Hope  
(678) 380-0774  
bankofhope.com |
| BankUnited  
(877) 779-2265  
bankunited.com |
| BB&T  
(888) 228-6654  
bbandt.com |
| BBVA Compass Bank  
(800) 266-7277  
bbvacompass.com |
| Byline Bank  
(773) 244-7000  
bylinebank.com |
| Cadence Bank  
(800) 636-7622  
cadencebank.com |
| Carolina Small Business Development Fund  
(704) 412-7031  
carolinasmallbusiness.org |
| Celtic Bank  
(800) 529-0612  
celticbank.com |
| Citizens Bank  
(843) 657-2001  
thecitizensbank.com |
| City National Bank of New Jersey  
(800) 966-8262  
citynatbank.com |
| CresCom Bank  
(855) 273-7266  
haveanicebank.com |
| Crestmark  
(888) 999-6088  
crestmark.com |
| Customers Bank  
(407) 761-4114  
customersbank.com |
| Embassy National Bank  
(800) 560-9883  
embassynationalbank.com |
| Evolve Bank & Trust  
(866) 367-2611  
getevolved.com |
| Fidelity Bank  
(404) 248-5466  
lionbank.com |
| Fifth Third Bank  
(866) 671-5353  
53.com |
| FinWise Bank  
(800) 545-6020  
finwisebank.com |
| First Bank Financial Centre  
(888) 569-9909  
fbcw.com |
| First Bank of the Lake  
(573) 348-2265  
firstbanklake.com |
| First Chatham Bank  
(913) 629-2909  
firstchatham.com |
| First Citizens Bank  
(866) 323-4732  
firstcitizens.com |
| First Financial Bank  
(877) 322-9530  
bankatfirst.com |
| First Home Bank  
(727) 685-2083  
firsthomebank.com |
| First IC Bank  
(770) 451-7200  
firsticbank.com |
| Firststar Savings Bank  
(800) 220-2265  
firststar.com |
| First Savings Bank  
(800) 555-6895  
firstsavingsbank.bank |
| First Western SBLC  
(877) 521-9191  
smallbusinessloans.co |
| Five Star Bank  
(877) 882-5782  
five-starbank.com |
| Florida Capital Bank  
(800) 318-3159  
floridacapitalbank.com |
| Georgia Banking Co.  
(770) 226-8800  
geobanking.com |
| Harvest Small Business Finance  
(949) 534-0240  
harvestsbfi.com |
| Iberia Bank  
(888) 777-7145  
iberiabank.com |
| Independence Bank  
(877) 621-1776  
independence-bank.com |
| Level One Bank  
(888) 880-5663  
levelonebank.com |
| LiftFund  
(888) 215-2373  
liftfund.com |
| Live Oak Banking Co.  
(910) 790-5867  
liveoakbank.com |
<table>
<thead>
<tr>
<th>FUNDING PROGRAMS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Manufacturers &amp; Traders Trust</td>
</tr>
<tr>
<td>(800) 724-2440 mtb.com</td>
</tr>
<tr>
<td>Millennial Bank</td>
</tr>
<tr>
<td>(205) 702-2265 millennialbank.com</td>
</tr>
<tr>
<td>Newtek Small Business Finance</td>
</tr>
<tr>
<td>(212) 356-9500 newtekone.com</td>
</tr>
<tr>
<td>North State Bank</td>
</tr>
<tr>
<td>(919) 855-9925 northstatebank.com</td>
</tr>
<tr>
<td>Pacific Premier Bank</td>
</tr>
<tr>
<td>(888) 388-5433 ppbi.com</td>
</tr>
<tr>
<td>Quantum National Bank</td>
</tr>
<tr>
<td>(888) 451-0530 quantumbank.com</td>
</tr>
<tr>
<td>ReadyCap Lending</td>
</tr>
<tr>
<td>(800) 713-4984 readycaplending.com</td>
</tr>
<tr>
<td>Seacoast Bank</td>
</tr>
<tr>
<td>(866) 710-5778 seacoastbank.com</td>
</tr>
<tr>
<td>Small Business Assistance Corp.</td>
</tr>
<tr>
<td>(912) 232-4700 sbacsav.com</td>
</tr>
<tr>
<td>South Coast Bank &amp; Trust</td>
</tr>
<tr>
<td>(912) 264-8887 southcoastbank andtrust.com</td>
</tr>
<tr>
<td>South State Bank</td>
</tr>
<tr>
<td>(800) 277-2175 southstatebank.com</td>
</tr>
<tr>
<td>Spirit of Texas</td>
</tr>
<tr>
<td>(877) 302-1836 sotb.com</td>
</tr>
<tr>
<td>Stearns Bank</td>
</tr>
<tr>
<td>(800) 320-2899 stearnsbank.com</td>
</tr>
<tr>
<td>TD Bank</td>
</tr>
<tr>
<td>(888) 751-9000 tdbank.com</td>
</tr>
<tr>
<td>United Midwest Savings Bank</td>
</tr>
<tr>
<td>(614) 225-9728 umwssb.com</td>
</tr>
<tr>
<td>Wells Fargo Bank</td>
</tr>
<tr>
<td>(800) 869-3557 wellsfargo.com</td>
</tr>
<tr>
<td>West Town Bank &amp; Trust</td>
</tr>
<tr>
<td>(855) 884-0744 westtownbank.com</td>
</tr>
<tr>
<td>Certified Development Corp.</td>
</tr>
<tr>
<td>Enoree Building</td>
</tr>
<tr>
<td>111 Executive Center Drive, suite 225</td>
</tr>
<tr>
<td>Columbia</td>
</tr>
<tr>
<td>(803) 798-4064 businessdevelopment.org</td>
</tr>
<tr>
<td>CSRA Business Lending</td>
</tr>
<tr>
<td>1237 Gadsden St., suite 200C, Columbia</td>
</tr>
<tr>
<td>(706) 210-2100 csrabusinessslending.com</td>
</tr>
<tr>
<td>Provident Business Financial Services</td>
</tr>
<tr>
<td>3937 Sunset Blvd., suite D West Columbia</td>
</tr>
<tr>
<td>(803) 791-0071 providentbfs.com</td>
</tr>
</tbody>
</table>

**Participating Microlenders**

**Certified Development Companies**

- Appalachian Development Corp.
  Greenville
  (864) 382-2350 adcloans.com
- Business Expansion Funding Corp.
  Serving Chester, Chesterfield, Lancaster, and York counties
  (704) 414-3000 befcor.com
- Carolina Business Capital
  (704) 372-1280 cbc504.com
- Catawba Regional Development Corp.
  215 Hampton St. #200
  Rock Hill
  (803) 327-9041 catawbacog.org
- Regions
  (800) 734-4667 regions.com
- Synovus Bank
  (888) 796-6887 synovus.com
- TD Bank
  (888) 751-9000 td.com
- WestTown Bank & Trust
  (919) 861-8001 soundbanking.com

**Export Assistance Lenders**

- First National Bank
  (800) 555-5455 fnb-online.com
- Home Trust Bank
  (800) 627-1632 htb.com
Go Global with International Trade

Businesses that export are more resilient—they are less dependent on any one market. Exporting also stabilizes sales for those who make seasonal products.

Expand your Market
Small businesses can enter and excel in the international marketplace using State Trade Expansion Program grants and training. Visit sba.gov/internationaltrade to find out if your state is participating. You can:
- learn how to export
- participate in foreign trade missions and trade shows
- obtain services to support foreign market entry
- translate websites to attract foreign buyers
- design international marketing products or campaigns

Financing for International Growth
Having trouble securing capital to meet your small business exporting needs? Use SBA international trade programs to cover short or long-term costs necessary to sell goods or services abroad. Loan proceeds can be used for working capital to finance foreign sales or for fixed assets, helping you better compete globally. You can apply for lines of credit prior to finalizing an export sale or contract, so adequate financing is in place by the time you win your contract. If you’ve been in business for at least a year, ask your area SBA regional finance manager about the Export Working Capital program. The International Trade Loan program also helps exporters who have been adversely affected by foreign importing competition, helping you better compete globally.

Max loan amount: $5 million
Interest rate: for Export Working Capital, the rate is negotiated between borrower and lender. For the International Trade Loan, it also cannot exceed prime + 2.75% for loan amounts over $50,000 and maturity of seven years or more
Terms: For Export Working Capital, typically one year, cannot exceed three years. For International Trade Loans, up to 25 years for real estate, up to 10 years for equipment
Guarantee: up to 90%
Approval time: 36 hours or less

Expert Advice on Exporting
Find an SBA professional in one of the 21 U.S. Export Assistance Centers, sba.gov/tools/local-assistance/eac, located in most major metro areas. The centers are also staffed by the U.S. Department of Commerce and, in some locations, the Export-Import Bank of the United States and other public and private organizations. Visit your local Small Business Development Center (see page 8) for exporting assistance from professional business counselors.
HOW THE SBA HELPED US SUCCEED

Small businesses that qualify for the SBA State Trade Expansion Program use grant proceeds to bolster their international market presence, which EarthQuaker Devices has done in a seismic way. A manufacturer of guitar special effects pedals in Akron, OH, EarthQuaker has built an international social media fanbase delivering content in seven languages, generating millions of website page views.

EarthQuaker owners Julie Robbins & Jamie Stillman developed their global marketing strategy and multilingual promo materials with the SBA State Trade Expansion Program. The couple also received global marketing counseling and research assistance from the Ohio Small Business development Center Export Assistance Network.

Help with Trade Barriers

If you need assistance with international trade regulations, the SBA can be your advocate in foreign markets. Call toll free (855) 722-4877 or email your contact information and trade issue to international@sba.gov.
R&D Opportunities for High Growth Startups

Engaged in high-risk research and development? Compete for funding to develop your cutting-edge technology.

Do you work in one of these areas?
» advanced materials
» agTech
» artificial intelligence
» biomedical
» cybersecurity
» energy
» first response
» national security
» space exploration

The Small Business Innovation Research and the Small Business Technology Transfer programs, also called America’s Seed Fund, provide more than $3.5 billion in early stage capital through a competitive awards process.

How it works
Every year, participating federal agencies announce topical areas that address their R&D needs. Eligible businesses submit proposals to win either grants or contracts.

There are three phases:
» The proof-of-concept stage typically lasts from 6-12 months, and ranges from $100,000-$225,000.
» The full R&D period lasts about 24 months and typically provides $600,000-$1.5 million.
» The commercialization stage is when you seek public or private funds for your venture.

How your startup benefits
The funding agency does not take an equity position or ownership of your business. The federal government also protects data rights and the ability to win sole-source phase III contracts.

Participating agencies:
» Department of Agriculture
» Department of Commerce

▲ HOW THE SBA HELPED US SUCCEED
Killer Snails brings science out of the laboratory and into classrooms and living rooms with award-winning educational games, such as BioDive, Assassins of the Sea, and Biome Builder. The Brooklyn, NY-based business gained access to startup funding thanks to the Small Business Innovation Research program. Dr. Mandë Holford, left, Jessica Ochoa Hendrix, right, and Dr. Lindsay Portnoy envisioned how venomous marine snail research could be used in extended reality and digital learning to engage students and meet educators’ needs. The business has raised more than $1.2 million to support a team of full-time employees. Killer Snails’s tabletop, digital, augmented and virtual reality games have won national and international awards.

COURTESY OF THE SBA
Investment Capital

Looking for investors? For mature, profitable businesses with sufficient cash flow to pay interest, a Small Business Investment Company can help scale up your small business.

How an SBIC works
Investment companies with financing expertise in certain industry sectors receive SBA-guaranteed loans, which means the federal government is responsible in case of default. These investment companies then use the SBA-guaranteed capital and private funds to invest in qualifying small businesses. Each SBIC has its own investment profile in terms of targeted industry, geography, company maturity, the types and size of financing they provide.

To be eligible
The majority of your employees and assets must be within the United States. Some ineligible small businesses and activities include relenders, real estate, project financing, and foreign investment.

Visit sba.gov and click on Funding Program and then Investment Capital.

SBIR Road Tour
Visit sbirroadtour.com to learn about national events connecting entrepreneurs working on advanced tech to the country’s largest source of early stage funding. Each SBIR Road Tour stop introduces participating federal agency program managers, who oversee over 5,000 new awards annually.

Advertise your company here.
Reach an unparalleled audience of small business owners with the U.S. Small Business Administration’s Small Business Resource Guide.
contact info@newsouthmediainc.com
If you ask Stephanie Vitori, the person who coined the term “bittersweet” must have run a business. In the 15 years Stephanie has owned Cheeseburger Baby, the Florida burger joint has endured recessions, multiple hurricanes, and competition from corporate franchises. She has grown along with Cheeseburger Baby, changing with each stage of the business lifecycle.

Vitori worked as a delivery driver before purchasing the business in 2004. Since then, she’s expanded by purchasing two food trucks. She runs an open kitchen, which means customers can watch their 100% Angus beef cheeseburgers sizzle on the flat-top grill. Burgers are kept classic, no extra frills. “People feel at home,” Stephanie says. “You’re not just another table somebody has to serve.” Here, everybody feels like somebody, she says. So many people love a good cheeseburger, which is why all kinds of people are attracted to her restaurant. Cheeseburger Baby’s handcrafted patties have been featured on the Food Network and consumed by celebrities such as

How I Did It

Smiling After the Storm

With SBA assistance, Stephanie Vitori rebuilt her Miami Beach, FL restaurant after Hurricane Irma.

written by Jess Walker
Jay-Z and Kanye West. Stephanie has met famous chefs “all through a cheeseburger.” But just as special to her is the Vietnamese couple who came in one day, speaking little English. They were eager to meet Stephanie and show her a napkin with “Cheeseburger Baby” scrawled on it. On the other side of the world, a friend had told them to come, so they did. It all just goes to show you, Stephanie says, people come together for a great cheeseburger.

Challenge
Despite these sweet moments, there have also been bitter ones. Hurricane Irma struck in 2017, and Cheeseburger Baby lost equipment and food supplies. Thirty percent of sales blew away with the wind. “It was a zombie zone in South Beach. People were scared to come since they thought everything was destroyed,” Stephanie says. “It was the roughest road I’ve ever traveled.”

Solution
An SBA disaster assistance loan aided Cheeseburger Baby’s recovery. The SBA provides direct low-interest loans to businesses of all sizes, nonprofits, homeowners, and renters to repair damage or replace property not covered by insurance or other forms of assistance. SBA disaster assistance loans can also be used to rebuild stronger, protecting your home or business against future damage caused by a disaster. The SBA also introduced Stephanie to her local Small Business Administration (SBA) office.

What to do after a Disaster Declaration

After a disaster is declared by the President
Register with FEMA at disasterassistance.gov, or call (800) 621-3362, TTY 800-462-7585, or visit a Disaster Recovery Center. Locations can be found at fema.gov/drc. Businesses are automatically referred to the SBA. Most homeowners and renters will be referred by FEMA to the SBA to apply for disaster loan assistance. You must complete the SBA application to be considered for assistance. If the SBA cannot help you with a loan for all your needs, the SBA will in most cases refer you back to FEMA. If you do not complete an SBA application, you may not be considered for assistance from other agencies.

Express Bridge Loan Pilot Program
Businesses affected by a Presidential disaster declaration are eligible to receive expedited financing through an SBA Express lender. These funds may be used for disaster-related purposes while the business waits for long-term financing through the SBA’s direct disaster loan program.

Loan Amount: $25,000
Term: up to seven years
Guarantee: 50%

After a disaster is declared by the SBA
Businesses of all sizes, nonprofits, homeowners, and renters are eligible to apply for an SBA disaster assistance loan. Visit a Business Recovery Center or Disaster Loan Outreach Center in your area or visit disasterloan.sba.gov/ela to apply for a loan. You can also call the SBA customer service center at (800) 659-2955, TTY (800) 877-8339, and ask for an application package. FEMA grant assistance for homeowners or renters is not available under an SBA declaration.

When you’re affected by a disaster the SBA, the Federal Emergency Management Agency, and other organizations work together to provide assistance. Once immediate safety and security needs are met, the SBA helps get you and your community back to where you were before the disaster. Since low-interest SBA disaster assistance loans are government aid, creditworthiness and the ability to repay are taken into consideration before a loan is awarded.

Information you need to get started:
- address of damaged residence or business and contact information
- insurance information, including type of insurance, policy numbers, and amount received
- household and/or business income
- description of disaster-caused damage and losses
Business Development Center, which provided assistance with financing options and marketing. She continues to meet with SBDC advisers every month to remain competitive in an ever-changing economy.

During disasters, the responsibility falls on the owner’s shoulders. But one lesson Stephanie has learned is the value in reaching out to others for assistance and counsel. While her brick-and-mortar restaurant was being rebuilt, she sold from a food truck. When the restaurant was operational again, she advertised that with spray paint on the plywood covering the broken windows. Stephanie and her wife, Gabrie Vitori, rebuilt Cheeseburger Baby by depending on each other and SBA assistance. See their story on YouTube by searching for the 2019 Phoenix Award for Small Business Disaster Recovery. “You’ve got to have resiliency. You’ve got to swallow your pride sometimes,” Stephanie says. “But you also have to believe in your product.”

Benefit

For Cheeseburger Baby, that product will continue satisfying the burger hankerings of locals, celebrities, and tourists alike. Vitori sees expansion in her future—she’d like to have a brick-and-mortar restaurant and food truck in each growing town in South Florida. “My whole life is this. I’ve always felt a love for business ownership,” Vitori says. “That drive keeps you going.”

The SBA provides direct low-interest loans to businesses of all sizes, nonprofits, homeowners, and renters to repair or replace damaged property not covered by insurance or other forms of assistance. SBA disaster assistance loans can also be used to rebuild stronger, protecting your home or business against future damage caused by a disaster. For information visit sba.gov/disaster.

Keep in mind

Since an SBA disaster assistance loan is a direct loan from the government, other organizations may reduce or not award you a grant if you have received an SBA loan or other assistance for your disaster loss. Be sure to check with the organization offering assistance to see how an SBA loan might affect your eligibility for their program. In general, recovery expenses covered by insurance, FEMA or other forms of assistance may reduce the amount provided by your SBA disaster assistance loan.

Get Ready

The Ready Business program, ready.gov/business, gives step-by-step guidance on how to prepare your business for a disaster. The series includes preparedness toolkits for earthquakes, hurricanes, inland flooding, power outages, and severe winds/tornadoes. Spanish materials are available.
Establish a communications plan
- Test your calling tree or communications list to reach employees to ensure they and their families are safe.

Protect your documents
- Keep copies of vital business documents in a digital format or in an accessible, protected off-site location.

Review insurance coverage
- Contact your insurance agent to find out if your coverage is right for your business; make sure you understand the policy limits and deductibles.
- Ask about business interruption insurance, which compensates you for lost income and covers operating expenses if your company has to temporarily shut down because of a disaster.

Establish a solid supply chain
- If your vendors and suppliers are local and the disaster is widespread, you will all be in the same situation—struggling to recover. Put a disaster response plan in place to get key supplies from companies outside your area. Create a contact list of contractors and vendors you plan to use.

Plan for an alternative location
- Identify several places to relocate your operations in case you must close your primary location for an extended time.
- Consider creative options for available office space, including sharing space and resources with other businesses.
- Allow employees to telecommute until your location reopens.

Practice your plan with your staff
Based on your location, assess your risk for every type of emergency.
- Discuss as a group how your plan would be affected by different types of disasters, such as an earthquake, tornado, flood, mudslide, or hurricane.
Eligible small businesses in the construction, supply, and service sectors better compete for contracting and subcontracting jobs using SBA-backed surety bonds.

**How you benefit**
Surety bonds help small businesses receive the bonding assistance they need to win contracts by providing the customer with a guarantee the work will be completed.

**How surety bonds work**
Many contracts require surety bonds, which are offered by surety companies. The SBA guarantee provides an incentive for surety companies to work with small businesses that would normally not be able to obtain the bond.

**Is the program right for you?**
Small businesses that often come to the SBA for surety bonds:
» startups and firms in business less than three years
» businesses with credit issues or internally prepared financial statements
» those who cannot secure bonding through regular commercial channels
» subcontractors with a desire to establish their own bonding as a prime contractor
» those wishing to increase their current bonding limits

---

**HOW THE SBA HELPED ME SUCCEED**
With SBA-backed surety bonds, Frank Spencer III has been able to better compete for commercial and government contracts. Aztec Contractors of El Paso, TX received the bonding support it needed to compete for construction contracts with the General Services Administration, U.S. Army Corps of Engineers, and the Mission and Installation Contracting Command. Frank acquired Aztec in 2006 with no capital and only two employees. Now he employs 25 full time and provides internship opportunities. Sales have grown to about $30 million annually. Aztec now qualifies for bonding in the standard surety market without SBA support.
For all contracts and subcontracts up to $6.5 million, the SBA guarantees bid, payment, performance, and ancillary bonds issued by surety companies. For federal contracts up to $10 million, the SBA makes a guarantee if it’s in the best interest of the government.

The SBA reimburses surety companies in case of default 90% of losses sustained for veteran & service-disabled veteran, minority, 8(a), and HUBZone-certified small businesses; all projects up to $100,000 and 80% for all other small businesses.

Need a surety bond guarantee fast?

For contracts under $400,000, the process is streamlined using the SBA’s QuickApp program.

» easy application
» no need to submit financials to the SBA
» online applications submitted to SBA authorized agents approved within hours

Ready to start?

The SBA partners with 36 surety companies and hundreds of bonding agents. Find authorized agents at sba.gov/osg.

Do you want to discuss the advantages of the SBA’s Surety Bond Guarantee program?

Contact a bonding specialist:

Tamara E. Murray
Denver, CO
(303) 927-3479

Kevin Valdes
Seattle, WA
(206) 553-7277

Jennifer C. Bledsoe
Washington, DC
(202) 205-6153
Need Financing?

Visit your local SBA office or lender to learn about these funding options.

**The 7(a) Loan, the SBA’s Largest Financing Program**
If you cannot get conventional financing and you meet the eligibility requirements, you can use a 7(a) loan to buy real estate, equipment, or inventory for your small business. It may also be used for working capital, to refinance business debt or purchase a small business.

**MAX LOAN AMOUNT:** $5 million

**INTEREST RATE:** generally prime + a reasonable rate capped at 2.75%

**TERMS:** loan term varies according to the purpose of the loan, generally up to 25 years for real estate, 10 years for other fixed assets and working capital

**GUARANTEE:** 50 to 90%

**Microloans**
Eligible businesses can startup and grow with working capital or funds for supplies, equipment, furniture and fixtures. Borrow from $500 to $50,000 and access free business counseling from microlenders.

**INTEREST RATE:** loans less than $10,000, lender cost + 8.5%; loans $10,000 and greater, lender cost + 7.75%

**TERMS:** lender negotiated, no early payoff penalty

**504 Certified Development Company Loan**
If you do not qualify for traditional financing, but would like to purchase or renovate real estate or buy heavy equipment for your business, ask about the 504 loan. It provides competitive fixed-rate mortgage financing through a lender and a Certified Development Company.

**MAX LOAN AMOUNT (UP TO 40% OF THE TOTAL PROJECT):** up to $5 million; $5.5 million for manufacturing or energy public policy projects

**INTEREST RATE:** below market fixed rates for 10, 20 or 25 year terms

**TERMS:** 20 or 25 years for real estate or long-term equipment, 10 years for general machinery and equipment

**GUARANTEE:** the lender provides a senior loan for 50% of the project cost (with no SBA guarantee); the CDC finances up to 40% in a junior lien position (supported by the SBA guarantee)

**SPECIAL CONDITION:** a minimum borrower contribution, or down payment, is required, amounts vary by project but are usually 10%

**CAPLines**
Meet your revolving capital needs with lines of credit. CAPLines can be used for contract financing, seasonal lines of credit, builders line of credit, or for general working capital lines.

**SBA Express Loan**
Featuring a simplified process, these loans are delivered by experienced lenders who are authorized to make the credit decision for the SBA. These can be term loans or revolving lines of credit.

**MAX LOAN AMOUNT:** $350,000

**INTEREST RATE:** for loans less than $50,000, prime + 6.5%; for loans of $50,000 and greater, prime + 4.75%

**TERMS:** loan term varies according to the purpose of the loan, generally up to 25 years for real estate and 10 years for other fixed assets and working capital

**GUARANTEE:** 50%

**Community Advantage**
A financing program for women, veterans, low-income borrowers, and minority entrepreneurs just starting up or in business for a few years. Receive free business counseling as you work with a community-based financial institution.

**INTEREST RATE:** prime + 6%

**TERMS:** up to 25 years for real estate, 10 years for equipment and working capital

**GUARANTEE:** 75 to 90%
How I Did It

Taking the Helm

Jennifer Rahn steers Admiral Engineering and Manufacturing to success as a government subcontractor.

WRITTEN BY MICAELA MORRISSETTE
Jennifer Rahn was first hired as an office assistant at Phoenix, Arizona-based Admiral Engineering and Manufacturing Co. Rising to the top in a sector dominated by men, Rahn’s career sounds a lot like the classic American success story. She got there with the help of a mentor and business growth earned as a federal government subcontractor.

For 16 years, Rahn worked side-by-side with then-owner David Schlosser, who became her mentor. Rahn says she learned “everything it takes to run a machine shop. I naturally just picked it up and wanted it.”

The learning curve was steep—Admiral specializes in complex machined parts for industries including aerospace and communications—and Schlosser expected as much as he gave. “When I did something wrong, he told me, and I didn’t do that again,” Rahn said, laughing.

One of their largest clients, aerospace and defense company L3 Technologies, nominated Admiral for the SBA Subcontractor of the Year award. As a subcontractor for L3 Technologies, Rahn said she gets great satisfaction from knowing soldiers are able to communicate with their leaders because of parts her company has made.

When Schlosser decided to retire, he asked Rahn to purchase Admiral. “He did not want to sell to a corporation that would bring in their own people or end up foreclosing,” Rahn says. “Then all your hard work is gone. I agreed because it was everything I had spent my life working on, too.”

In September 2017, she took over as owner and president. Ownership transition poses a unique set of challenges. Rahn wanted to maintain relationships with her existing clients, which include major government contractors. She’s grateful prime contractors have incentive to subcontract with small business, and that helps businesses like Admiral. Rahn has plans to grow, but not in the typical ways. She’s investing in replacing equipment, enhancing efficiency and productivity while leading Admiral into new arenas like 3D printing. Because of the stability provided by being a government subcontractor, she’s able to do all of this.

Tips for Success:

Find a mentor.
I had a great mentor in my company, and I reached for opportunity when it was in front of me.

Always move forward.
The SBA has educational resources to improve your business know-how. To learn more about government contracting and SBA certification programs, call your local SBA district office or procurement center representative.

Compete smart.

Know your industry.
I see everything; I have my hands in everything. I don’t want to expand to where I can’t do that anymore.

Build a team.
Everybody feels like this is our work family. My employees are as big a part of my company as I am, so I make sure they know that.
How to do business with the government

1. Identify your product or service number at naics.com.

2. Search the FedBizOpps database (fbo.gov) to see if any federal agencies are looking for your product or service.

3. Attend an SBA district office workshop on contracting. Visit sba.gov/localassistance to find your local office.

4. Talk to a local Small Business Development Center counselor (see page 8) or visit a Procurement Technical Assistance Program adviser. Find your closest center at aptac-us.org.

5. Obtain a free DUNS number at fedgov.dnb.com/webform.

6. Register with the System for Award Management (sam.gov) to start doing business with the government.

Are you eligible for SBA certification programs? Read more about the 8(a), woman-owned small business, and HUBZone programs. Find out if you are eligible and upload all required documents to certify.sba.gov.
SBA Certification Programs

Your business could earn profit and gain valuable work experience by providing goods or services to the government.

HOW THE SBA HELPED ME SUCCEED

September Myres knew that becoming a government contractor would empower herself and other native peoples, while also growing her small business to the next level. She sought business development assistance from the SBA, qualifying for the SBA 8(a) Business Development Program, which helps small disadvantaged businesses compete in the federal marketplace. This program helped September strategically grow her company to become a competitive force in the environmental services industry. Sundance Consulting of Pocatello, ID has won contracts from the Army Corps of Engineers and the U.S. Forest Service. She has continually secured Department of Defense contracts to improve Native American lands adversely affected by past department activities. September often assists Native American tribes and Alaska Native villages with developing projects and community plans.

American Indians, Alaska Natives, and native Hawaiians seeking entrepreneurial development training can start, grow, and expand their business with the help of the SBA, sba.gov/naa. The Office of Native American Affairs also consults with tribal governments prior to finalizing SBA policies affecting tribes.

Contracting certification programs are designed to help you better compete for and win federal contracts set aside for small businesses. Visit sba.gov/contracting to learn more about set-asides and whether one or more of these government certification programs is right for your business. To see if you are eligible and then certify as a woman-owned, HUBZone, 8(a), or All Small business, visit certify.sba.gov.

8(a) Business Development Program

If you’re an entrepreneur who is socially or economically disadvantaged, you may be eligible to receive business training and government contracting assistance through the 8(a) Business Development Program, sba.gov/8a. It includes free business development education, training workshops, and match-making opportunities with federal buyers. Firms owned by Alaska Native Corporations, Indian tribes, Native Hawaiian organizations, and Community Development Corporations are also eligible for 8(a) business development assistance.

To be eligible for the 8(a) program, your small business must:

» be owned and controlled by U.S. citizens who are socially and/or economically disadvantaged

» demonstrate at least a two-year track record and have potential for continued success

» have a net worth and adjusted gross income of less than $250,000 and assets under $4 million

Socially disadvantaged: those subjected to racial or ethnic prejudice or cultural bias without regard to their individual qualities because of their identity as members of certain groups. The following groups often fit this status: Black Americans, Native Americans, Alaska Natives, Native Hawaiians, Hispanic Americans, Asian Pacific Americans, and Subcontinent Asian Americans. A person who is not a member of one of these groups must establish that it is more likely than not that he or she has suffered social disadvantage.

Economically disadvantaged: those whose ability to compete in the marketplace has been impaired because they have not had as much capital and credit opportunities compared to others in the same or similar line of business.

The benefits of the 8(a) program:

» You are assigned an SBA professional to help coordinate business development assistance.

» You could be awarded an 8(a) sole-source contract up to $4 million for goods and services, $7 million for manufacturing, exceptions apply.

8(a) small business that can provide the needed services. This is an accelerated process saving time for both you and the government agency or office.

All Small Mentor-Protege Program

Looking for an opportunity to partner with a more experienced firm for mentorship? That effort can be rewarded in the All Small Mentor-Protege Program, sba.gov/allsmallmpp. At the same time you’re gaining invaluable direction and experience, you and your mentor can compete for government contracts, further growing your business. To qualify for this program:

» Protégés must have a mentor prior to applying for the program. Visit your local SBA office for guidance. Ask about the SBA’s Resource Partners and the Procurement Technical Assistance Program for help in connecting you with a mentor business.
Women-Owned Small Business Certification

If you’re a woman proprietor looking to sell to the federal government, you may be eligible for the Women-Owned Small Business certification, sba.gov/wosb.

Here’s how to get certified:

1. Make sure you’re eligible

- Your business must be at least 51 percent owned and controlled by one or more women who are U.S. citizens. The ownership must be direct and unconditional.
- A woman must hold the highest officer position and have managerial experience required to run the business.
- One or more women must manage the daily business operations on a full-time basis and conduct long-term decision making and planning.

To qualify as an economically disadvantaged woman-owned small business, your company must meet these criteria and the business owner and/or manager must meet certain income and asset requirements.

2. Register

- Register with the System for Award Management (sam.gov) to start doing business with the government.

3. Certify

Self-certify as a woman-owned small business or an economically disadvantaged woman-owned small business for free, or obtain certification from one of the SBA’s approved third-party certifiers (which costs a fee):

- El Paso Hispanic Chamber of Commerce
- National Women Business Owners Corporation
- U.S. Women’s Chamber of Commerce
- Women’s Business Enterprise National Council

All required documents must be uploaded to certify.sba.gov prior to submitting an offer on a contract set aside for the program.

4. Update your status

- Update your status as a woman-owned small business in sam.gov.

5. Search the database

- Search the FedBizOpps database (fbo.gov) for your new business opportunity.
Get Expert Contracting & Certification Help

Federal contracting can be complex, but you don’t have to do it alone. A Procurement Technical Assistance Center adviser can help you determine if your business is ready for government contracting. An adviser can also help you register in the System for Award Management (sam.gov), and see if you’re eligible for any small business certifications and/or programs. One-on-one counseling is free or low cost. Visit sba.gov/localassistance to find your local SBA office or an SBA Resource Partner near you (see page 8).

Procurement Technical Assistance Centers

Columbia
1225 Laurel St.
(803) 777-7877
scsbdc.com/ptac.php

North Charleston
6296 Rivers Ave., suite 300
(843) 740-6160
charlestonsbdc@moore.sc.edu
charlestonsbdc.com

Regional/State Contracting Programs

Division of Small and Minority Business Contracting and Certification
1205 Pendleton St., suite 525
Columbia
(803) 734-5010
oepp.sc.gov/osmba

SC Department of Transportation Office of Business Development and Special Programs
955 Park St.
Columbia
scdot.org
FIND OUT HOW AN NVBDC CERTIFICATION CAN HELP YOUR SD/VOB BUSINESS SUCCEED WITH FEDERAL AGENCIES, STATE GOVERNMENTS AND AMERICA’S LEADING CORPORATIONS

CALL US 1.888.CERTIFIED

AFTER YOU HAVE COMPLETED YOUR BOOTS TO BUSINESS PROGRAM, FINISH WITH SCORE, GET YOUR SBA LOAN, MEET WITH YOUR VBOC, PTAC OR SBDC COUNSELORS, WE ARE THE NEXT LEVEL UP TO ASSURE YOUR BUSINESS SUCCESS.

FOR MORE INFO PLEASE VISIT NVBDC.ORG