



ASSISTANCE QUESTIONNAIRE

THE PROCESS

After contacting the SBDC at Blinn College, the next step is to complete all parts of this questionnaire that apply to your situation, including *either* Section 2 or 3. The information you provide will be held in confidence and will aid our staff in assessing your individual needs. Shortly after returning this questionnaire, you will be called and a recommendation will be made for training and/or counseling.

WHO WE ARE

The SBDC at Blinn College is a well-established, respected, adequately-funded and capable member of the SBDC network, recognized by public and private sector entities as the preeminent provider of small business counseling, education and training. We value exemplary customer service and professionalism with a focus on client success and job creation.

Our mission is to provide sound business advice and training to entrepreneurs and business owners.

Our vision is to be recognized as a leader for providing sound business advice and training for entrepreneurs and business owners.

Our guiding principles are treating clients, customers, stakeholders and colleagues with respect, politeness, honesty, fairness, friendliness, integrity.

We are funded by Blinn College and the U.S. Small Business Administration, and we are a member of the Texas Gulf Coast Small Business Development Center Network. Working with us will give you access to all SBDC Network and SBA resources including the UH-SBDC Research Library, Government Procurement Center, International Trade Center and the National SBDC Research Network.

COMMITMENT TO EDUCATION

Education requires commitment and is a lifelong endeavor. The SBDC at Blinn College is committed to do its best to help you in your pursuit. The pursuit is yours and deserves your commitment. We welcome you and are eager to help you.



108 Blinn Blvd. Brenham TX 77833 (mail to: 902 College Ave.)
Phone: (979) 830-4137 ~ Fax: (979) 830-4135
Website: www.blinn.edu/sbdc ~ Email: sbdc@blinn.edu

Section I - What we need to know about you

Mr Mrs First _____ Middle _____ Last _____
 Ms Dr Name _____ Init _____ Name _____

Email _____ Work phone _____ Home phone _____

Personal mail addr. _____ Cell phone _____

City _____ State _____ Zip _____ County _____

Gender

Female
 Male

Race

Asian Native Hawaiian / Pacific Islander
 Black / African Amer. White / Caucasian
 Native Amer / Alaskan Choose not to respond

Ethnicity

Hispanic or Latino
 Non-Hispanic or Non-Latino
 Choose not to respond

Would you like us to send you notices of our training events?

Yes
 No

Veteran status

Non-veteran
 Service-disabled veteran
 Veteran
 Choose not to respond

Military status

National Guard None
 National Guard - Active duty Choose not to respond
 Reservist

Do you consider yourself a person with a disability?

No
 Yes
 Choose not to respond

Present occupation _____ Age: < 21 21-39 40-59 >59

The SBDC at Blinn College seeks to provide business counseling and training without regard to race, color, sex, age, national origin, religion, disability, or any other constitutionally or statutorily impermissible reasons. Funded in part through a cooperative agreement with the U.S. Small Business Administration. Funded in part by Blinn College. Arrangements for the physically handicapped are available upon individual request. Call Brazos Transit at 1-800-272-0039.

Section 2 - If you are already in business

Start date _____ Company status: Not open Open < 12 mos Open > 12 mos

Company name _____ Business phone _____

Business email _____ Business fax _____

Business address _____ +_ City _____ ST _____ Zip _____

Website _____ Are you the owner? Yes No

Number of Employees (include yourself)

Full-time _____ Part-time _____

How many of these are engaged in exporting?

Full-time _____ Part-time _____

For the most recent full year, what were your

Gross revenue/sales _____ Profit (+) or Losses (-) _____

What part of your revenue/sales is related to exporting? _____

Business size:

Certified SDB or SBA 8(a) Small
 Disadvantage Small
 Large
 Minority-Owned Small
 Other Small
 Woman-Owned Small

Business type:

Choose not to respond Retail dealer
 Agriculture Service establishment
 Construction concern Surplus dealer
 Financing Technology
 Manufacturer or producer Wholesale dealer
 Research and development Not in business

Are you currently involved in exporting?

No
 Yes

Section 2 (continued) - If you are already in business

Organization type:

- | | |
|--|--|
| <input type="checkbox"/> Corporation | <input type="checkbox"/> Partnership |
| <input type="checkbox"/> Limited liability co. (LLC) | <input type="checkbox"/> Sole proprietorship |
| <input type="checkbox"/> Non-profit organization | <input type="checkbox"/> Sub S corporation |
| <input type="checkbox"/> Other | <input type="checkbox"/> Unknown / undecided |

Business ownership:

- What percentage of your business is male- or female-owned?
- | |
|---|
| <input type="checkbox"/> % male-owned |
| <input type="checkbox"/> % female-owned |

Veteran status of owner

- | |
|--|
| <input type="checkbox"/> Non-veteran |
| <input type="checkbox"/> Service-disabled |
| <input type="checkbox"/> Veteran |
| <input type="checkbox"/> Choose not to respond |

Do you do business online?

- No Yes

Is this a home based business?

- No Yes

Are you 8(a) certified?

- No Yes

Describe your business (Use next page if needed): _____

Section 3 ~ If you are not yet in business

Years of experience you have in the type of business you intend to start _____

Will your business be: start-up of a new business purchase of an existing business

Have you . . . filed a DBA? Yes No . . . applied for a sales tax number? Yes No

Business name: _____

Do you expect to do business:

Number of employees you expect to have (including yourself):

Full-time _____ Part-time _____

- | | | |
|---------------------------|------------------------------|-----------------------------|
| internationally? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| on the internet? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| with government entities? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Describe your business idea (Use next page if needed): _____

Section 4 ~ What type of assistance do you need?

- | | | | | |
|--|------------------------------------|---|--|--|
| <input type="checkbox"/> Start-up | <input type="checkbox"/> Marketing | <input type="checkbox"/> Loan / financial * | <input type="checkbox"/> Govt accounting setup | <input type="checkbox"/> Sub-contracting |
| <input type="checkbox"/> Business plan | <input type="checkbox"/> Expansion | <input type="checkbox"/> GSA schedule | <input type="checkbox"/> Certifications | |
| <input type="checkbox"/> Other – please describe _____ | | | | |

*** IF YOU NEED HELP WITH FINANCING PLEASE COMPLETE THE NEXT PAGE, TOO**

Section 5 ~ How did you learn about us? If a person, please give their name.

- | | | | |
|---|--|--|---|
| <input type="checkbox"/> Bank _____ | <input type="checkbox"/> Houston Tech Center | <input type="checkbox"/> SBA district office | <input type="checkbox"/> Training seminar |
| <input type="checkbox"/> Word-of-mouth _____ | <input type="checkbox"/> Internet | <input type="checkbox"/> SBA website | <input type="checkbox"/> USEAC |
| <input type="checkbox"/> Chamber of Commerce | <input type="checkbox"/> Local EDF | <input type="checkbox"/> Another SBDC | <input type="checkbox"/> WBC |
| <input type="checkbox"/> SBDC client _____ | <input type="checkbox"/> Magazine/ newspaper | <input type="checkbox"/> SCORE | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> College / university | <input type="checkbox"/> PTAC | <input type="checkbox"/> TV / radio | _____ |

IF YOU NEED HELP WITH FINANCING, PLEASE COMPLETE THE FOLLOWING:

What will your start-up (or project) costs be? _____

How much collateral can you provide? _____

What is the estimated amount you have available to put into the business?

- Under \$5K \$5-9K \$10-24K \$25-49K \$50-99K
 \$100-149K \$150-199K \$200-249K \$250-500K Over \$500K

What is your annual household income?

- Under \$15K \$16-30K
 \$31-45K \$46-60K \$61-75K \$76-100K Over \$100K

Do you have recent credit reports (within past 6 months) Yes No

What is your credit score? <580 580-639 640-719 > 720 Don't know

Additional information:



Funded in part through a cooperative agreement with the U.S. Small Business Administration.