



RE: STEP IT UP BOSTON – SBA Emerging 200

Dear Small Business Owner,

The U.S. Small Business Administration Massachusetts Office is searching for participants in this year's Emerging 200 Program. We have graduated two successful classes from the program. This initiative is a jobs and growth stimulation effort targeting promising Boston inner-city small businesses. It focuses on small, poised-for-growth inner-city companies with potential for job creation. The six month intensive and comprehensive curriculum focuses on winning local strategies and attracting capital to fuel growth.

Entrepreneurs will be in class for 40 hours of instruction time, taught by Inner City Entrepreneurs (ICE), divided over 13 class sessions. They will also spend roughly 14 hours in *CEO Mentoring Groups*. The average time out-of-class time commitment is three hours for each class, though some sessions demand up to six hours of preparation time. All the instructional approaches – classes, *CEO Mentoring Groups*, and self-paced learning are interconnected and of equal importance.

We are fortunate to have the following co-sponsors to the E200 Program this year: Hispanic American Chamber of Commerce, Small Business Development Centers, Center for Women and Enterprise, SCORE, City of Boston, State Office of Women and Minorities Assistance (SOMWBA), Boston Private Bank, First Trade Union Bank, Mercantile Bank, Century Bank, and Webster Bank.

The program is **free of charge** and will run from April, 2010 to November, 2010. All that is required on the part of the small business is a time commitment (60- 80 hours total) by the senior executive of the firm and a desire to take your business to the next level.

If you are interested in becoming an Emerging 200 participant, please fill out and return the enclosed form. Only small businesses from **Boston** will be part of the local SBA Emerging 200 initiative. Companies that will benefit the most from the program should be in business for **at least three years** and have **revenues of roughly \$400,000**. Companies will be selected on a first come first served basis. Therefore, time is of the essence in letting us know of your interest.

We are looking for this third year to the best yet. **TAKE ADVANTAGE OF THIS OPPORTUNITY TO HELP TAKE YOUR BUSINESS TO THE NEXT LEVEL!** If you have any questions, please contact David Polatin in my office at 617/565-5562.

Thank you,

Robert Nelson
District Director
Massachusetts SBA





SBA Massachusetts Office

I'm interested in being an Emerging 200 participant!

BUSINESS NAME: _____

OWNER/PRESIDENT/CEO NAME: _____

ADDRESS: _____

DAYTIME PHONE: _____ **FAX NUMBER:** _____

EMAIL: _____

Briefly Describe Your Business and Interest in e200:

Return to the U.S. Small Business Administration:

By Mail: U.S. Small Business Administration

ATTN: David Polatin

10 Causeway Street, Room 265

OR FAX to: 617/565-5598

Boston, MA 02222

Completion of this form is an indication of your interest in the e200 program and does not guarantee that your firm will be an e200 participant. Space is limited and offered on a first come, first served basis.

**** Companies that will most benefit from this training are small businesses that have been in business three years or more, have achieved revenues of \$400,000 or greater, and are located in the inner city. ****

Co-sponsorship Authorization # 10-0101 participation in this co-sponsored activity is not an endorsement of the views, opinions, products or services of any co-sponsor or other person or entity. All SBA programs and services are extended to the public on a nondiscriminatory basis. Reasonable arrangements for persons with disabilities will be made if requested at least two weeks in advance.

**For Questions, contact David Polatin at 617/565-5562 or david.polatin@sba.gov
Fax completed form to 617/565-5598**