IMAGINE ENTERPRISES

Self-Employment

Introduction

A Little About Me

- Certified Self-Employment Consultant (CBTAC) via Griffin-Hammis Enterprises
- Graduate of the Stimulating Urban Renewal through Entrepreneurship Program
- Graduate of the Glenda & David Regenbaum Center for Entrepreneurship
- Owner of My Hope Boutique

The Business Plan Process

There are four steps to the business plan process.

1. Self-Employment Exploration
2. Concept Development and Feasibility Study
3. Business Plan
4. Financial Projections

If you are a recipient of SSI or SSDI, you will have an additional step which is called Benefits Planning.

1 Self-Employment Exploration

The purpose of this part of the process is to get to know you and your business or business idea a little better!
Be prepared to share the following information:

- Name
- Business Name
- Telephone Number
- Email Address
- Best Time To Reach You
- Benefits Status
- Computer Access

Timeline: 1 Business Day

1a Financial Planning

You will meet with one of Imagine's Certified Work Incentive Planners via Zoom to explore your current benefits and how they will be impacted by your self-employment.

Counselor responsibilities include sending in the following documents at least two business days before the initial meeting:

- BPQY
- Demographics
- Signed Consents
- Service Authorization

These documents will be emailed to you immediately following this meeting.

Timeline: Two weeks once the documents are submitted

2 Concept Development & Feasibility Study

The purpose of this part of your business plan is to help you further finetune your business idea while also researching to make sure that your business idea actually has the potential to be profitable.

Your responsibilities include:

- 2 meetings via TEAMS
- Conducting the feasibility study

Be prepared to share:

- Your target audience and why you selected them

Timeline: The Concept Development and Business Financials takes approximately 1 month to complete.

3 Business Plan

This is the actual writing of the business plan. It is a very involved and individualized process that will require several meetings and email correspondence in between. It is very important that we receive your timely input.

Examples include:

1. Executive Summary
2. Elevator Speech

Your responsibilities include:

1. A timely response to the information sent and/or questions posed in our email correspondence.

4 Business Financials

The purpose of this part of the business plan is to survey the money that you have already put into the business, your benefits, your projected income, and your expenses to ensure that the business will be a profitable endeavor for you.

Your responsibilities include:

- One or two meetings via TEAMS
- Sending in financial reports/ expenses/ statements/and/or receipts at least one week prior to our initial meeting.

Timeline: The Concept Development and Business Financials takes approximately 1 month to complete.

Additional Information

- The total process can take anywhere from two to three months.
  - It is largely dependent on your input and timely responses.
- We allow a ten minute grace period for all meetings.
  - Only two missed meetings are allowed.
- If you are dissatisfied or need help with our services, please call Texas VR Customer Service at 1-800-628-5115.
- If you are dissatisfied or need help with VR services, please call CAP.
  - The Client Assistance Program (CAP) helps people who are getting services or who are trying to get services from Texas Workforce Solutions – Vocational Rehabilitation Services (TWC-VRS) 1-800-252-9108

Any Questions?