Business Continuation Services
Ensuring Florida is Open for Business

Florida businesses can find the education, training, and assistance needed to prepare for and recover from natural and man-made disasters through the Florida SBDC Network's Business Continuation Services.

How We Can Help

Business Continuity, Emergency Preparedness, and Disaster Recovery Plans

Research shows that 40 percent of businesses that close following a disaster never reopen. Don't let your business become a statistic. Every business owner should have a plan in place to help minimize loss and increase survivability should a disaster or business interruption occur. Our professionally certified business consultants can help you develop a plan tailored for your business.

Disaster Loan Assistance

In the event of a disaster, Florida SBDC business consultants, many of whom are Disaster Recovery Institute (DRI) Certified Business Continuity Professionals, help affected businesses prepare disaster loan applications. At no cost, our specialists can help you apply for the following: Florida Small Business Bridge Loan Program, U.S. Small Business Administration (SBA) Business Physical Disaster Loans, and SBA Economic Injury Disaster Loans (EIDL).

On-Site Recovery Assistance

The Florida SBDC will also deploy its Mobile Assistance Centers (MAC)—two 38-foot RVs equipped with laptops, printers, satellite communication, and more—into communities for affected businesses to receive on-site assistance. As a principal responder in the state's Emergency Support Function (ESF) 18 for Business, Industry & Economic Stabilization, the MACs provide an on-the-scene workspace for our consultants to assist impacted businesses with preparing disaster loan applications and other post-disaster challenges.

Training

The Florida SBDC provides online and in-person educational training on disaster preparedness, tips, and resources.

The Florida SBDC at USF is a member of the Florida SBDC Network, a statewide partnership program nationally accredited by the Association of America's SBDCs and funded in part by the U.S. Small Business Administration, Department of Defense, State of Florida, and other private and public partners, with the University of West Florida serving as the network's lead host institution. Florida SBDC services are extended to the public on a nondiscriminatory basis. Language assistance services are available for limited English proficient individuals.

State Designated as Florida's Principal Provider of Business Assistance [288.001, Fla. Stat.]

OPEN

DON'T LET YOUR BUSINESS BECOME A STATISTIC

40% of all businesses that close following a disaster never reopen



READY TO GET PREPARED?

Visit us online or contact your local office and get started on your path to success today.

→ SBDCTampaBay.com

Tampa.....813.396.2700
Hillsborough Co 813.204.9267
Pinellas.....727.453.7200

AMERICA'S SBDC FLORIDA

Hosted by

Hillsborough County Florida

Helping Businesses Grow & Succeed

Dare to Prepare

Don't let disaster interrupt your business.

BUSINESS READY RECORDS-TO-GO

Every business should have a Business Ready "Records-To-Go" box that includes important documents and supplies necessary for business to continue after a disaster. Make sure the box is fire- and waterproof. Some suggested records include:

- Business Continuity, Emergency Preparedness and Disaster Recovery Plan
- Emergency contact list of employees and key customers
- Insurance policies and agent information
- List of suppliers and vendors
- Back-up computer systems and data files
- Bank records

TESTIMONIAL

"The SBDC has been incredibly helpful in providing assistance to navigate the various government programs designed to aid small businesses. In a time like this, where time and resources are limited, every small business owner wants to ensure their application and supporting documents are done properly the first time around, to avoid any delays in aid. The SBDC is a terrific resource to accomplish that goal."

~ Loretta Nguyen Zanetti, Owner
Erasable Inc, Tampa

Protect Your Assets

- Review your current policy with your agent—most policies do not cover flood damage. Understand your deductibles.
- Buy business income interruption and extra expense insurance.
- Inspect and assess the impact of a natural or man-made disaster on your facility.
- Keep a backup copy of your computer operating system, critical software programs and data—explore using an off-site storage center.
- Make a photographic or videotaped record of your inventory. Have a camera ready to take pictures of damage after a disaster.

Support Your Employees

- Assemble an emergency employee contact information form.
- Have a plan to provision quickly for emergency housing for displaced employees.
- Determine how you will meet the immediate needs of your employees, including short-term financial aid.
- Plan for the possibility of security/access for your employees. Will they need badges or security clearances? Be prepared!
- Establish a special phone number for employees to call with a recorded message, an out-of-state message line, designate a contact person or create a calling tree.

Safeguard Your Critical Business Processes

- Create a Business Ready "Records-To-Go" box that includes copies of all important documents and supplies necessary for business to continue after a disaster.
- Develop a business continuity plan that documents the processes critical for your business to operate and meet the needs of key stakeholders.
- Share the plan with your employees and practice it periodically. Revise when necessary to keep it up-to-date.
- Communicate with your key customers to let them know your status in the event of a disaster—check on the status of their business operations.
- Diversify your customer base geographically—if one area is severely impacted by a disaster, it's likely that customers in another area will continue business as usual. Lessen the impact on your bottom line.
- Develop relationships with back-up suppliers before a disaster strikes.
- Talk to your accountant, insurance agent, and banker, along with other professional advisors. Know when and how to access your records—and your money—in the event of a disaster.

Be Business Ready–Contact your local Florida SBDC office for assistance.

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