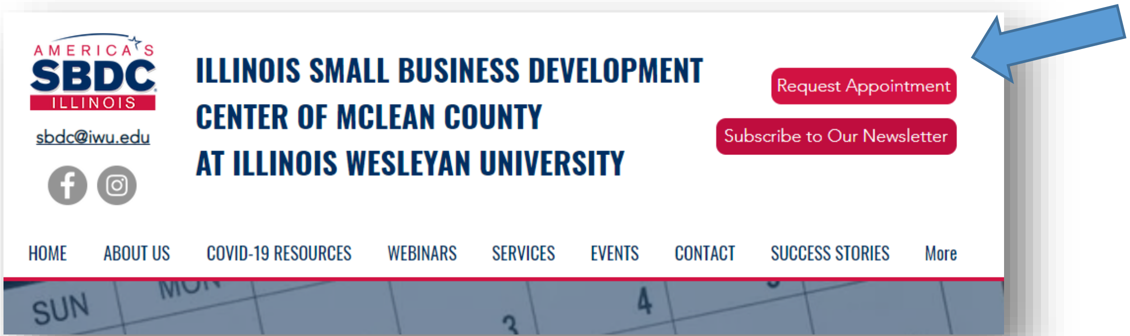
If someone is a NEW client, meaning they have not received consulting services from ANY SBDC in the state of Illinois to date, they follow these steps.

If someone is an existing client, meaning they have had at least one consultation with our center or another in the state, they simply email us directly. At this time Assistant Director, Angela Kuppersmith is handling all appointment requests: akuppers@iwu.edu

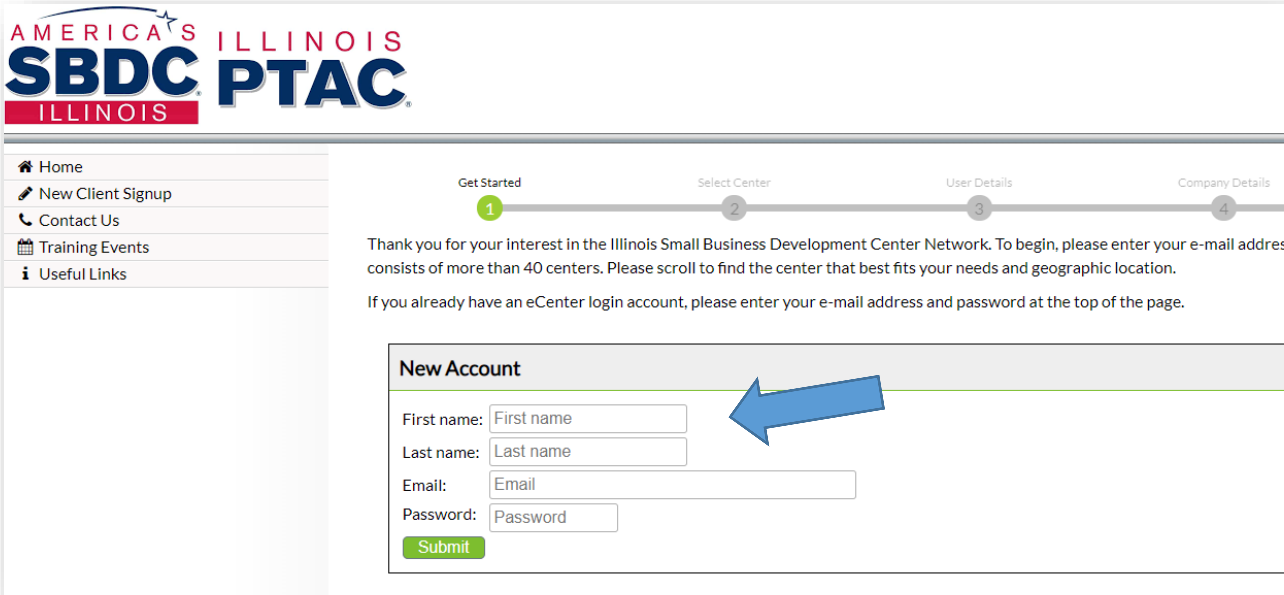
Steps to request first appointment:

Visit our website: www.mcleancosbdc.org and click "request appointment" button.



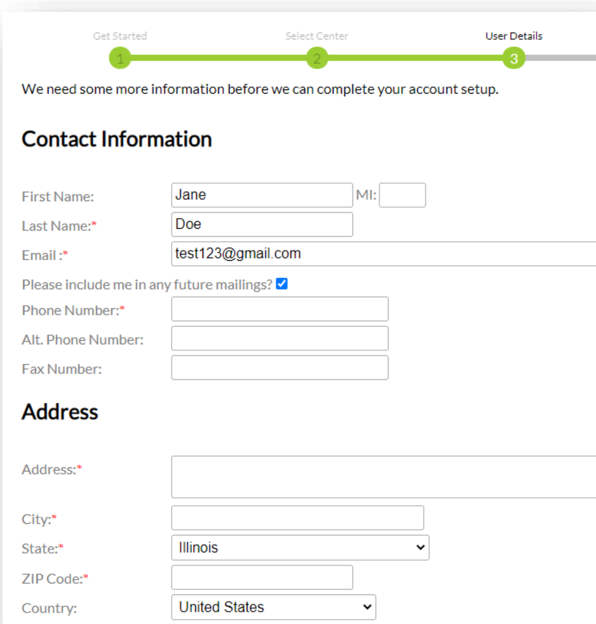
On the "Request appointment" page, scroll down and click the "New Client Signup" link.

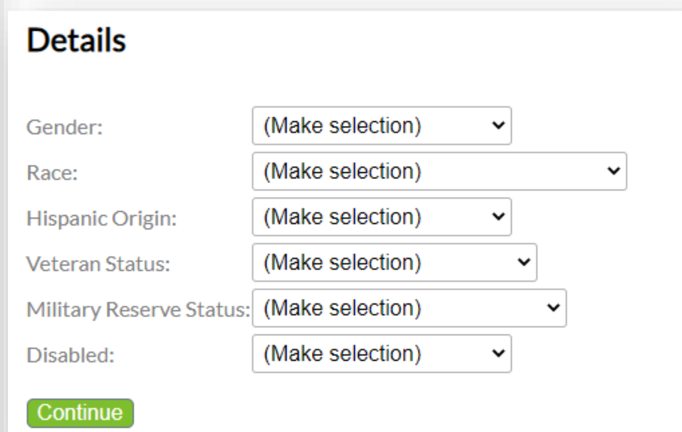
The, you will be taken to a new page. Use the first name, last name, and email address you'd like to use to set up your client file.



Next, provide your contact information, address, and demographic details. And then click "continue."

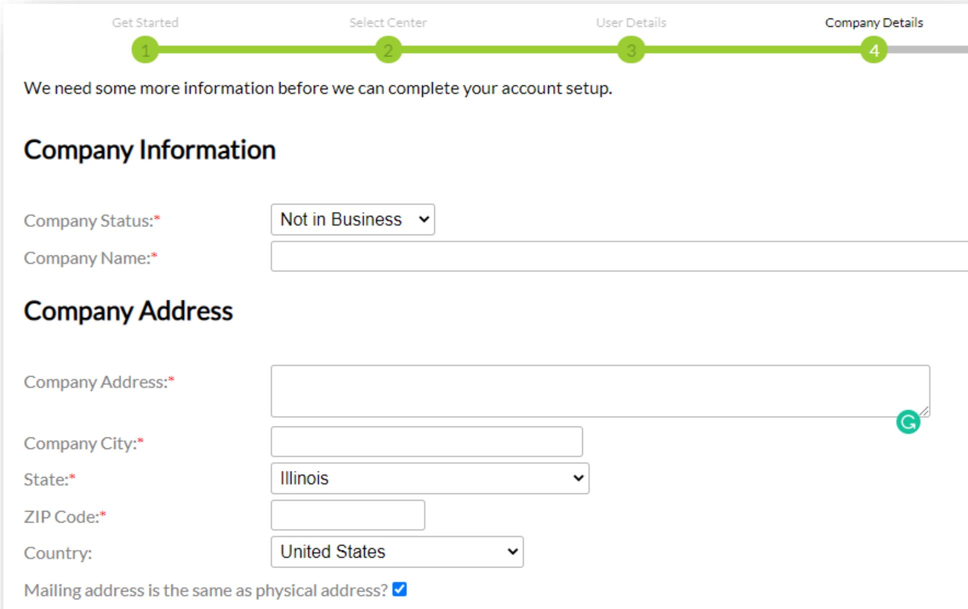
Note: For our center to serve you, you must be located in McLean County. If located elsewhere, select a different center.



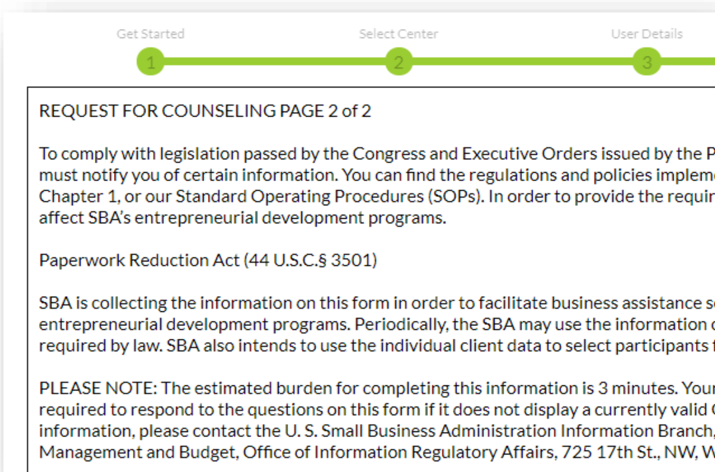


Next, provide your company's information and click "continue" at bottom.

Note: The fields will vary depending on if your first selection for "company status" is "in business" vs "not in business."

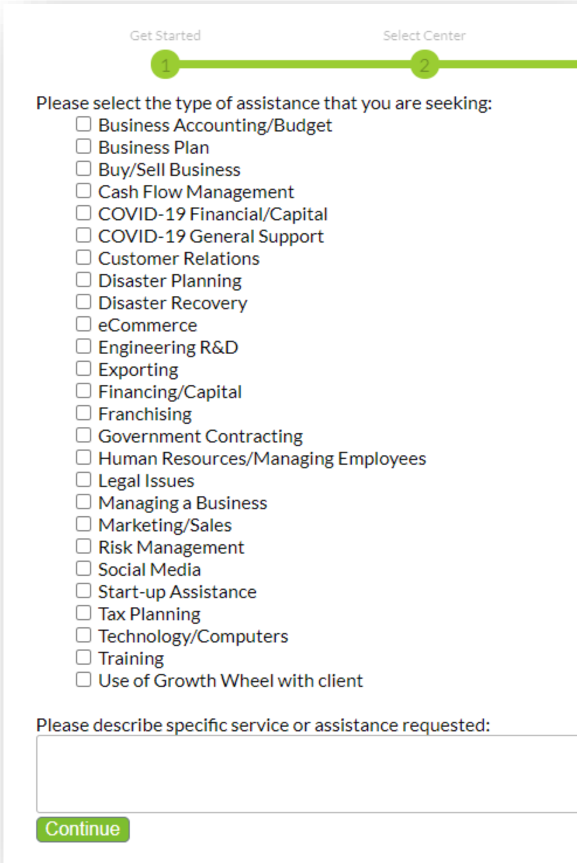


Then, review the agreement page regarding the confidential collection of your information as a client of our center through the Small Business Administration (SBA). Fill out your full name at the bottom to sign and accept the terms outlined on the page and click "Continue."



Last, indicate the type of assistance you are seeking via the checkboxes. Also use the freeform box to describe the specific services you are requesting or questions you have. Then click "continue" one last time.

This triggers a notification to Assistant Director of the center who has to accept your client request. You can expect a response via email within 1-3 business days that will ask you our initial questions and discuss next steps for setting up a consultation based on available resources.



Get Started

1

Select Center

2

Please select the type of assistance that you are seeking:

- ☐ Business Accounting/Budget
- ☐ Business Plan
- ☐ Buy/Sell Business
- ☐ Cash Flow Management
- ☐ COVID-19 Financial/Capital
- ☐ COVID-19 General Support
- ☐ Customer Relations
- ☐ Disaster Planning
- ☐ Disaster Recovery
- ☐ eCommerce
- ☐ Engineering R&D
- ☐ Exporting
- ☐ Financing/Capital
- ☐ Franchising
- ☐ Government Contracting
- ☐ Human Resources/Managing Employees
- ☐ Legal Issues
- ☐ Managing a Business
- ☐ Marketing/Sales
- ☐ Risk Management
- ☐ Social Media
- ☐ Start-up Assistance
- ☐ Tax Planning
- ☐ Technology/Computers
- ☐ Training
- ☐ Use of Growth Wheel with client

Please describe specific service or assistance requested:

Continue