Société de développement communautaire
Prescott-Russell
Community Development Corporation
Une Société d'aide au développement des collectivités
A Community Futures Development Corporation

THE FIRST YEAR

Operation	
	I have the proper documentation for my clients and suppliers
	I am reducing my expenses without compromising the development of my business
	I have clearly defined my relationship with my bank/my investors/my creditors
	I have met and negotiated with my key suppliers
Sales and marketing	
	I have reviewed my sales targets and activity requirements
	I am maintaining continued training programs for myself and my staff
	I have reviewed the amount of money dedicated to publicity and promotion
	I will join key network groups (Chamber of commerce, etc.)
Finances	
	I am completing my financial statements, preparing my taxes and adjusting my projections
	I am comparing the financial state of my business with industry standards
	I am reviewing the status of my business and analysing with my accountant
	I am adjusting my forecast results based on current results
Notes	