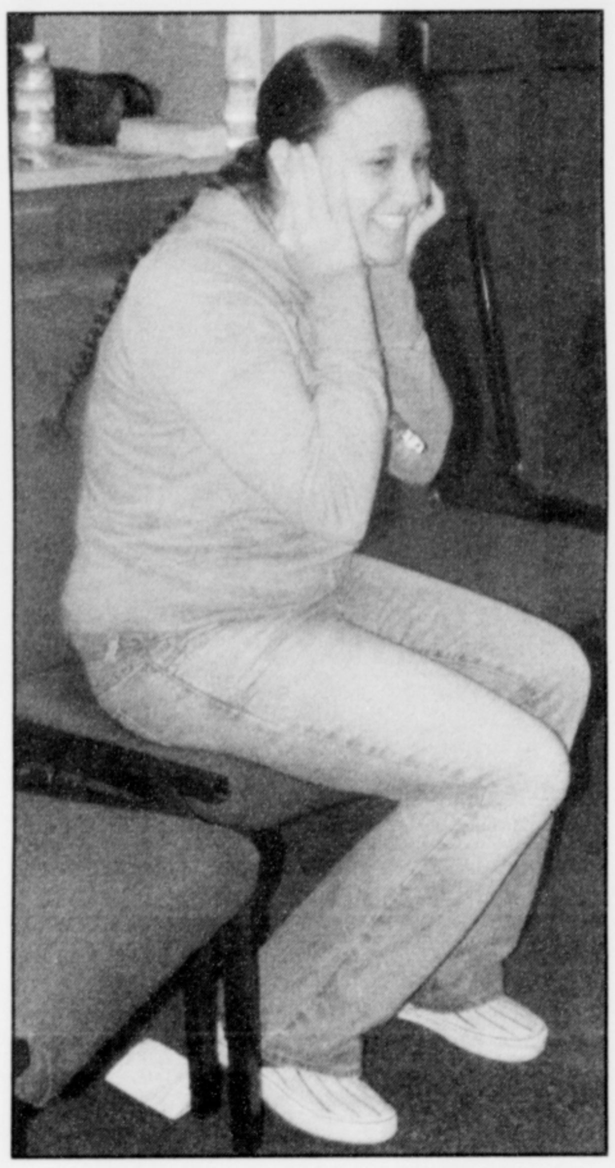
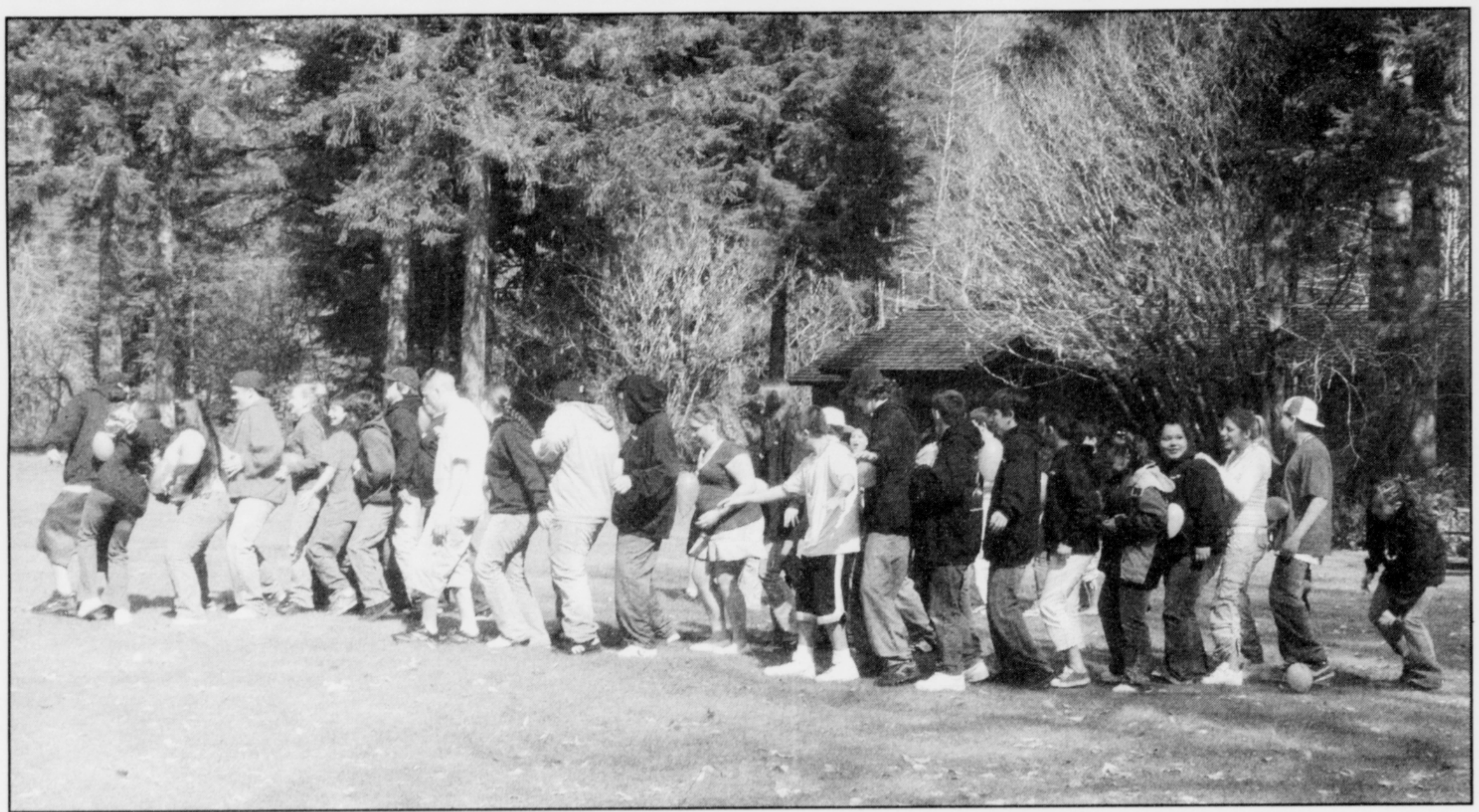


Tasha Rilatos sits on a balloon during the balloon game.



Youth conference participants try to pass balloons between them without using their hands.

Business and You!

by Rosie Sufficool, STBC Business Information Counselor

What Is a Business Plan and Why Do I Need One?

If you have ever approached a bank or credit union to ask for a loan, you have probably heard the term "business plan."

Most financial institutions require a business plan before they will consider loaning money to entrepreneurs or business owners.

In simple terms, a business plan is a document that describes the kind of business you have and how you will operate it. It explains the types of products or services you sell and gives an overview of your financial position.

Although business plans don't have to be lengthy or complicated, they do need to include certain things:

- **Executive Summary** – A brief overview telling about the kind of business you want to open and the kind of products or services you will sell.
- **Management** – How will your company be structured and who will be responsible for managing the company? It's important to include a résumé or information that shows the person who will be the manager has the skills to operate a business.
- **Employees** – How many employees will you have? What will their duties be? If the business is family-owned, you may not have any employees other than family members.
- **Location** – Where will the business be located? Is it going to be a home-based business?
- **Competition** – What kinds of other businesses will be your competitors?
- **Marketing** – How will you market or advertise your business?
- **Financial Records** – The bank or lending institution will want to see several financial records including:
- Personal Financial Statement – A summary of your current income and expenses. If you are already in business, banks also will require a business financial statement, balance sheet, and a profit-and-loss statement.
- Cash Flow Statement – A cash flow statement contains a projection of income and anticipated expenses for one full year.

Remember, your business plan tells a story about your business and how it operates, and can be the first step in securing a loan. Several examples of business plans are on the Internet as well as in the business section of your local library. These references can be very useful in helping you design a good business plan and will help you answer questions that a financial loan officer might ask about your business.

S.T.A.N. Workshops

Please note: This is a revised schedule. Some workshop dates have changed.

May

May 10 Basic Office Procedures
May 16 Bookkeeping I
Five-week class; continues May 23, 30; June 13, 20
May 17 Bookkeeping II
Five-week class; continues May 24, 31; June 14, 21

June

June 6 Computer Basics
June 7 Using E-mail
June 27 Excel I
June 28 Excel II (basic knowledge of Excel required)

July

July 11 Communication Skills
July 12 Résumé Development
July 18 Using the Internet
July 19 Using E-mail

August

Aug. 8 Communication Skills
Aug. 9 Career Planning
Aug. 22 Computer Basics
Aug. 23 Developing a Business Plan

Nesika Illahee Pow-Wow

Logo Contest

The Pow-Wow Committee is now soliciting fine artwork for this year's pow-wow logo.

We are looking for original work depicting the cultural/traditional aspects of the tribe or of any American Indian design appropriate for a logo.

The artist will be compensated for the artwork selected.

If you have any questions, contact Mona Fisher at 1-800-922-1399, ext. 1230, or 541-444-8230.

Please send your work to:

Mona Fisher
ATTN: Pow-Wow Logo
P.O. Box 549
Siletz, OR 97380-0549

Tribal Royalty Applications

The Siletz Tribal Pow-Wow Committee is now taking applications for the 2005-2006 tribal royalty contestants. Age categories are as follows:

Little Miss Siletz	7 to 12
Jr. Miss Siletz	13 to 17
Miss Siletz	18 to 24

Young Siletz Tribal women interested in running for one of these categories can request an application from Mona Fisher at 1-800-922-1399, ext. 1230, or 541-444-8230.

The deadline to turn in applications is June 30, 2006.

Contestants are judged on knowledge of tribal and family history, poise and personality, speaking abilities, dance abilities in both the Feather Dance and intertribal styles, and ticket sales.

Each contestant will receive a commission on the number of tickets she sells. Commission rates are as follows: 200 to 500 at 20 percent, 501 to 1,000 at 25 percent, and 1,001 or more at 30 percent.

This year's royalty will be sponsored to go to the Gathering of Nations Pow-Wow and Miss Siletz also will be sponsored to go to the Miss NCAI competition.

The pageant is scheduled for Aug. 10, 2006, and the winners will be crowned before the first grand entry on Aug. 11.