



**DUPAGE WORKFORCE
BOARD
EMPLOYER RESOURCE
GUIDE**

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Introduction

The DuPage Workforce Board would like to present its first edition of the DuPage Workforce Board Resource Guide. Created with the employer in mind, the DuPage Workforce Board Resource Guide presents a wide range of options for workforce training and development and includes information critical to exploring ways to start a business or how your business can grow.

It is the goal of the DuPage Workforce Board to help DuPage businesses access the spectrum of public resources available to support human capital development.

This Guide is an easy-to-use reference, helping busy employers and human resource specialists gain an overview of workforce resources and programs available and thus accelerate access to these resources. By providing this Guide, the DuPage Workforce Board of DuPage County hopes to assist DuPage businesses to remain agile and competitive in the accelerated pace of today's economy.

Taxes

Personal Income Tax:

Income earned in Illinois or received by Illinois residents is taxed at 3%. Partnerships and S-corporations pay 1.5% personal property replacement tax and S-corporations owners pay 3% personal income tax on their share of the corporation's income.

Corporate Income Tax:

Corporate income apportioned to Illinois is taxed at 7.3%, which includes a 4.8% state income tax and a 2.5% personal property replacement tax.

Sales Tax:

Retail purchases of tangible personal property are subjected to a state sales tax or use rate of 6.25%. In DuPage the sales tax is 6.75%.

Utility Taxes:

Illinois imposes a tax on those in the business of selling, distributing, supplying or furnishing electricity or natural gas for use or consumption. The telecommunications tax is 7%. The electricity tax is 5% or 0.32 cents per kilowatt hour or fixed at a declining graduated rate based on usage, whichever is lower. The natural gas tax is 5% or 2.4 cents per therm, whichever is lower. Some local governments also collect utility taxes.

Property Taxes:

Illinois does not collect a state property tax on real estate or on personal property. Local governments are authorized to collect property taxes on real property (land and buildings), which is assessed at 33.3% of market value (except in Cook County).

Unemployment Compensation Taxes:

An unemployment compensation tax is applied to the first \$9,000 in wages paid to each employee annually. A "new employer" rate applies for the first three years of operation, after 13 months experience in Illinois, an "experience adjusted" rate is calculated. When an employer has been in business in Illinois at least 13 months but less than 36 months, that employer pays the higher of the two rates; after 36 months, the employer pays its "experience adjusted" rate. The 2007 New Employer rate is 3.9%. Adjusted rates may vary from 0.6% to 7.2%.

Motor Fuel Tax:

The Motor Fuel Tax is imposed on the privilege of operating motor vehicles on public highways and recreational watercraft on waterways in Illinois. Currently, Illinois' tax rate is 19 cents per gallon. An additional 2.5 cents is added per gallon of diesel fuel (or 21.5 cents per gallon).

DuPage County Business Licensing

****Important Note****

For current information on local ordinances check with the municipality you are planning to operate in.

The County has jurisdiction over the following:

Sole proprietorships and general partnerships located in DuPage County must register with the DuPage County Clerk's Office if the name of the business is any name other than that of the owner.

In-Person:

DuPage County Clerk's Office, 421 N. County Farm Road, Wheaton, IL 60187
Monday through Friday, 8:00 AM to 4:30 PM

By Mail:

Fill out the application (available on the website <http://www.dupageco.org/countyclerk/>) and mail it with a check or money order made payable to the DuPage County Clerk.

Fee: \$5.00

Opening a Restaurant

Contact: DuPage County Health Department
111 N. County Farm Road
Wheaton, IL 60187
(630) 682-7979 ext. 7046

Website: <http://www.dupagehealth.org>

Environmental Health Services protects public health in DuPage County through the food program that promotes healthy environmental conditions and reduces risks associated with communicable disease. The County's Health Department does everything possible to assure the highest standards of sanitation and food safety.

Once your food facility is opened it is assigned a risk category. Risk categories of three or more require staff to be certified as a Food Service Manager and food fees are based on this category. A Food Service Fees And Risk Categories fact sheet is available from the County's Health Department.

The following is a list of steps that will aid you and your organization in opening your doors for business in DuPage County. The guidelines for opening a restaurant are enforced on a countywide basis.

Step One: The Initial Inquiry

Review the Food Service Design and Construction Manual for any questions regarding your project. The Plan Review Form is also needed. Both of these items are available from the county's Health Department

Step Two: Submit Plans

One set of building plans are to be submitted with the completed Plan Review Form, one copy of the proposed menu and the \$350 plan review fee made payable to the DuPage County Health Department.

Step Three: The Review Process

The Chain Store Construction Coordinator and/or area Sanitarian reviews the plans.

Step Four: The Approval Process

Plans may need additional information or changes prior to approval. Correspondence indicating the status of a proposal plan for a restaurant will be sent to the applicant. (Please allow time for any revisions and processing.)

Step Five: Initiate On-site Construction

Upon receipt of all necessary information and approval of plans, notification is sent to the applicant. The approval letter details a series of inspections that are required prior to your opening day.

Step Six: Inspections

Listed below are inspections that will need to be scheduled with the Chain Store Construction Coordinator and/or area Sanitarian.

- Plumbing Rough-in
- Pre-final/Pre-open (Stocking)
- Construction Final
- Operations Opening

For online forms, certification procedures, and information on temporary food and food vendor regulations contact the DuPage County Health Department or visit their website

Vendor Information

Contact: Purchasing Division
421 N. County Farm Road
Wheaton, IL 60187
(630) 682-7527

Website:

<http://www.dupageco.org/purchasing/index.cfm>

DuPage County Purchasing Division assists all county departments in purchasing required goods and services in conformance with Illinois state law, state regulation, DuPage County Purchasing Ordinance, related resolutions of the County Board, and administrative policies.

Purchases of less than \$10,000 are made in accordance with established procedures for small-dollar purchases and informal quotations. Purchases in excess of \$10,000 are publicly advertised and are subject to formal-bidding procedures.

In order to be notified for formal bids, a Vendor Application must be submitted to the Purchasing Division. These forms may be obtained by phone or in person.

The county is always looking for qualified suppliers to provide the goods and services required at the most favorable prices.

Formal bids for purchases in excess of \$10,000, are indicated on the county's web site and advertised in the Daily Herald newspaper.

When a supplier is aware of a solicitation, they can contact the Purchasing Division at 630-682-7527 to request that the bid document be mailed, or download and print the bids from the following web page.

Small Business Development Centers

Contact: Business Professional Institute
2525 Cabot Drive, Suite 210
Lisle, Illinois 60532
(630) 942-2771

Website:

<http://www.gaydav@cod.edu>

Illinois Small Business Development Centers, in coordination with federal, state, local and private-sector resources, including funding through a cooperative agreement with the SBA, meet the needs of small businesses and promote economic development in local communities by helping create and retain jobs.

The provide services such as development of business plans, manufacturing assistance, financial packaging assistance, contracting assistance and international trade assistance. Special emphasis areas include e-commerce, technology transfer, IRS, EPA and OSHA regulatory compliance, research and development, Defense Economic Transition Assistance, disaster recovery assistance and market research. Based on client needs, SBDCs tailor their services to meet the evolving needs of the local business community.

SBDCs deliver management and technical assistance to small businesses using an effective business education network of 63 lead centers and more than 1,000 service-center locations contracted to manage a broad-based SBDC program.

Their services are available to all small businesses or prospective small businesses.

There are specialized programs for minorities, women, veterans, people with disabilities, 8(a) businesses in all stages and persons in low-and moderate-income urban and rural areas.

As the SBA/s largest non-finance program, SBDCs meet the counseling and training needs of nearly 1 million start-ups or existing business clients annually.

Home Based Businesses

Contact: Zoning Division
 421 North County Farm Road
 Wheaton, Illinois 60187
 (630) 682-7222

Website:

<http://www.dupageco.org/dec/>

Going to work used to mean traveling from home to a plant, store or office. Today many people do some or all their work at home. Garages, basements and attics are being transformed into the corporate headquarters of the newest entrepreneurs—the home-based business person. Before diving headfirst into a home-based business it is important to review the following information.

The County Zoning Ordinance allows one home occupation in a dwelling unit. There are a number of rules that must be followed. Examples of these are:

- no outside employees;
- no home occupation allowed in a garage or detached accessory building;
- no more than 20 percent of the area of the house used for the home occupation (with a maximum of 400 square feet regardless of the size of the house); and
- no separate entrance

As an example, you are allowed to repair your own motor vehicles on your lot, but you are not allowed to run an auto repair shop out of your garage. You are allowed to make items in your home--for example dolls to sell at fairs and flea markets--but you are not allowed to sell them from the house itself.

Women Business Owners

Contact: Women's Business Center
8 South Michigan Ave.
Chicago, Illinois 60606
Alejandra Fajardo, Project Manager
(312) 853-3477 x 38

Website:

<http://www.afajardo@ywcaak.org>

Women entrepreneurs are changing the face of America's economy. The Small Business Assoc. (SBA) serves women entrepreneurs nationwide through its various programs and services, some of which are designed especially for women. There are women's business ownership representatives in every SBA district office to help women access all of SBA's programs and services, including loan guarantees, federal contracting opportunities, training, counseling and more. These local representatives can also provide information about other local resources available for women entrepreneurs. Another valuable tool available for women business owners and entrepreneurs is the Women's Business Center Program, funded in part through a cooperative agreement with the SBA. The closest Women's Business Center is located at:

Women's Business Centers provide training, technical assistance, counseling and mentoring specifically to women, especially those who are socially and economically disadvantaged. Many classes offered by the centers are either free or charge a small fee. Often there are scholarships to help those who need them.

If you can't get to a Women's Business Center, the full range of services is available through the SBA's Web site for women entrepreneurs, which provides access to all of the SBA's online services. You can contact the Illinois Women's Business Ownership Representative:

Contact: SBA Illinois District Office
Chicago Metropolitan Area
Carole J. Harris
(312) 353-4004

Website:

<http://www.carole.harris@sba.gov>

Veterans Business Development

The Small Business Association (SBA) offers a variety of services to American veterans who have made or are seeking to make the transition from soldier to small business owner. Each of SBA's 69 district offices throughout the country has designated a Veterans Business Development Officer to help veterans prepare and plan for entrepreneurship. The Veterans Business Outreach Program provides entrepreneurial development services such as business training, counseling, and mentoring to eligible veterans owning or considering starting a small business. Small Business Development Centers and SCORE also provide management assistance to veterans who are current and prospective small business owners. SCORE also provides resources and counseling services online at:

Website:

<http://www.score.org>

The SBA offers special assistance for activated Reserve and Guard members and the small businesses they work in or own. Any self-employed Reserve or Guard member with an existing SBA loan can request—from their SBA lender or SBA district office—loan payment deferrals, interest rate reductions and other relief after they receive their activation orders.

The SBA offers special low-interest rate financing to small businesses with essential employees called to active duty. The Military Reservist Economic Injury Disaster Loan Program (MREI-DL) provides loans to eligible small businesses to cover operating costs that cannot be met due to the loss of a key employee called to active duty in the reserves or National Guard. Small businesses may apply to MREIDLs of up to \$1.5 million if they have been financially impacted by the loss of an essential employee. The SBA has created a special Web page specifically for Reserve and Guard members at:

Website:

<http://www.sba.gov/reservists>

To ensure that veterans, service-disabled veterans and Reserve and National Guard Member entrepreneurs receive special consideration in all its entrepreneurial programs and resources, the SBA has established a fully staffed Office of Veterans Business Development (OVBD). OVBD develops and distributes various informational materials for entrepreneurship, such as the Veterans Business Resource Guide, VETGazette, and Getting Veterans Back to Work, and various other materials. Veterans may access these resources and other assistance from OVBD. Visit the Web site at

Website:

[http://www.sba.gov/VETS/.](http://www.sba.gov/VETS/)

Federal & State Business Registration & Licenses

How to obtain a Federal Employer Identification Numbers (FEIN)

The FEIN number is the "social security" number for your business. Employers, sole proprietors, partnerships, nonprofit associations, and trusts, estates of decedents, government agencies, certain individuals, and other businesses use FEIN's. To obtain an FEIN, complete Form SS4 found on the IRS website and submit the form to the IRS.

Contact: IRS Center
 Kansas City, MO 64999
 Ph: 800-829-3676 and ask for Small Business Tax Kit #454
 Phone: 816-926-5999
 Fax: 816-926-7988

Website:

<http://www.irs.gov>

How to obtain a professional business license in the State of Illinois

The process of becoming licensed in Illinois is designed to ensure that all professionals meet at least the minimum requirements for licensure set forth by law. Professionals seeking to work in Illinois must first receive, and properly complete, an application for licensure. Applications differ depending upon profession, and the method of applying, including examination, endorsement from another state, and acceptance of examination given by another jurisdiction or professional association.

For additional information contact:

Illinois Department of Professional Regulation
James R. Thompson Center
100 West Randolph, Suite 9-300
Chicago, IL 60601
(312) 814-4500

Website:

<http://www.dpr.state.il.us/>

Illinois Secretary of State

Corporations, limited liability companies and partnerships located in other states but operating in Illinois must register with the Illinois Secretary of State.

Contact: Office of the Secretary of State
Department of Business Services
17 North State, Suite 1137
Chicago, Illinois 60602
(312) 793-3380

Website:

http://www.sos.state.il.us/depts/bus_serv/feature.html

Illinois State Business Registration

Businesses operating in Illinois that plan to hire employees, to buy or sell products at wholesale or retail, or to manufacture goods, must register with the Illinois Department of revenue by completing an Illinois Business Registration Form. This form also registers your business for an Illinois sales tax number.

Contact: Illinois Department of Revenue
100 West Randolph, Suite C-300
Chicago, Illinois 60601
(312) 814-5258

Websites:

<http://www.revenue.state.il.us>
<http://www.ccommerce.state.il.us>

Buying a Business

The State of Illinois requires the filing of form NUC-542-A Notice of Sale / Purchase of Business Assets. The state will research the business' account. If no taxes are owed they will issue a release of liability statement. If a balance is due they will notify both parties of the amount to be placed in escrow.

For additional information contact:

Illinois Department of Revenue
100 West Randolph, Suite C-300
Chicago, Illinois 60601
(312) 814-5258

Website:

Information for Employers

Workers' Compensation Insurance

Businesses employing one or more full or part time employees are required to provide insurance for accidental death, injuries and occupational diseases of employees arising in the course of service. Contact the Illinois Industrial Commission for a free workers' compensation handbook.

Contact: Illinois Industrial Commission
(312)-814-6611

Website:

<http://www.dol.gov>

Unemployment Insurance

Employers may be required to make unemployment insurance contributions to the Illinois Department of Employment Security (IDES). For help in determining your contribution contact IDES for an Unemployment Insurance Employee Start-up Kit.

Contact: Illinois Department of Employment Security
Unemployment Insurance revenue Division
(312)-793-4880 or (800)-247-4984

Website:

<http://www.eeoc.gov>

New Hire Reporting

The New Hire Reporting Program is a part of the new federal welfare to work reform law. All employers are required to report new employees to the State's New Hire Directory within 20 days of the employee's first day on the payroll. All new employees who are required to fill out federal w-4 wage withholding forms. This includes full time, part time, seasonal, temporary, student workers and employees rehired after a separation of 180 days or more. For more information call:

For additional information contact:

Illinois Department of Employment Security
(800)-327-HIRE (4473)

Website:

<http://www.ides.state.il.us>

Work Eligibility

Employers must keep records certifying employee identity and work eligibility. Both business owner and employee must complete the Immigration and Naturalization Service Form I-9, Employment Eligibility Certification. For more information call:

Contact: U.S. Immigration and Naturalization Service
(312) 353-7334 or (800)-375-5283

Income Tax Withholding

As an employer you are required to collect and remit income tax to the State of Illinois and Federal Medicare, Social Security and income taxes to the Internal Revenue Service on behalf of your employees. Each employee must fill out IRD form W-4, the Employees' Withholding Allowance Certificate. The filing and withholding allowances indicated on this form will determine the amount of income tax you must withhold from your employees' wages. The IRS's Employer Tax Guide can further explain tax responsibility. For more information contact:

Contact: Federal Tax Payer Service
Internal Revenue Service
230 South Dearborn 17th Floor
Chicago, Illinois 60604
(800) 829-1040

Website:

<http://www.irs.ustreas>

Apprenticeship Program—US Department of Labor

Contact: U.S. Department of Labor
Office of Apprenticeship
9501 W. 144th Place
Suite 306
Orland Park, IL 60462
(708) 349-7451

Website:

http://www.doleta.gov/OA/eta_default.cfm

Overview:

The US Department of Labor's Office of Apprenticeship Training provides information about Apprenticeship for employers. It explains what apprenticeship programs are and how employers can establish their own programs.

The Office of Apprenticeship Training can provide technical assistance with identifying training needs, developing apprenticeship standards, and coordination with training programs.

Eligibility:

- Assistance available to any business in the United States

Employer Benefit:

- Improve company productivity through structured training of employees
- Enhance employee performance by upgrading skills through a formal apprenticeship

Business Financing Programs

Illinois Department of Commerce and Economic Opportunity (DCEO)

Contact: 620 E. Adams
Springfield, IL. 62701
(217)782-3891

Website:

http://www.illinois.biz@biz/dceo/bureaus/business_development/loan+program/plp.htm

DCEO is the lead state agency responsible for improving the competitiveness of Illinois businesses. DDCEO provides information, assistance, and advocacy to facilitate business expansion in and relocation to Illinois. DCEO has a number of resources available to assist small and large businesses succeed in Illinois. Programs include:

Participation Loan Program

The Participation Loan Program provides credit enhanced financial assistance to Illinois small businesses that provide employment opportunities to Illinois citizens. Through banks, development corporations and other lenders, DCEO can participate in business loans up to 25% of the total amount of a project, but not less than \$10,000 or more than \$750,000. DCEO's terms will typically match those of the participating financial institutions in regard to interest rate and maturity. Funds can be used for the purchase of land and buildings, construction or renovation, purchase and installation of machinery and equipment, and working capital.

There are three derivatives of the Participation Loan Program. They are:

- Minority, Women and Disabled Participation Loan Program
- Development Corporation Participation Loan Program
- Enterprise Zone Financing Program

Economic Development for a Growing Economy Tax Credit Program (EDGE)

Contact: Illinois Department of Commerce and Economic Opportunity
Bureau of Business Development
620 E. Adams
Springfield, IL 62701
(217) 524-8449 TDD: (800) 785-6055

Website:

http://www.illinoisbiz.biz/dceo/Bureaus/Business_Development/Tax+Assistance/EDGE.htm

Overview:

The Economic Development for a Growing Economy Tax Credit Program (EDGE) is designed to offer a special tax incentive to encourage companies to locate or expand operations in Illinois when there is active consideration of a competing location in another State. The program can provide tax credits to qualifying companies, equal to the amount of state income taxes withheld from the salaries of employees in the newly created jobs. The non-refundable credits can be used against corporate income taxes to be paid over a period not to exceed 10 years.

Eligibility:

- The development project must add to the export potential of Illinois
- The project must be an expansion of an existing operation or a new location
- Each project must commit to make a capital investment in the state of at least \$5 million and must create a minimum of 25 new jobs (excluding recalls, transfers, etc.) or company's with less than 100 employees must make a capital investment of at least \$1 million and must create a minimum of 5 new jobs, or the project must meet the investment and job creation, and/or retention requirements as set forth by DCEO
- The company must demonstrate that if not for the Credit, the Project would not occur in Illinois
- The cost differential should be identified, using the best available data, in the projected costs for the company's project compared to the projected costs in the competing state, including the impact of the competing state's incentive

Employer Benefit:

- The EDGE program allows a firm to reduce the costs of doing business in Illinois when compared with similar costs in other states where it could have located its operation

Employer Training Investment Program (ETIP)

Contact: Illinois Department of Commerce and Economic Opportunity
Employer Training Investment Program
100 W. Randolph
Suite 3-400
Chicago, IL 60601
(312) 814-2700

Website:

<http://www.illinoisbiz.biz/dceo/Bureaus/Technology/Technology+Grants+Programs/20-ETIP.htm>

Overview:

The Employer Training Investment Program (ETIP) supports Illinois workers' efforts to upgrade their skills in order to remain current in new technologies and business practices, enabling companies to remain competitive, expand into new markets and introduce more efficient technologies into their operations. ETIP grants may reimburse Illinois companies for up to 50 percent of the cost of training their employees. Grants may be awarded to individual businesses or intermediary organizations operating multi-company training projects.

Eligibility:

- Business located in Illinois
- Training full-time Illinois employees
- Illinois business enterprise expanding into new markets or introducing more efficient technologies/continuous improvement system or expanding exports from Illinois or providing additional training to employees who will be threatened with a layoff
- Intermediary organization that conducts, coordinates, or sponsors training projects for eligible businesses with common training need

Employer Benefit:

- Training that responds to new or changing technology processes, product lines, machinery or equipment being introduced in the workplace
- Training necessary to implement continuous improvement system in the workplace
- Training employees in skills necessary to enable the company to establish/maintain or expand into new export markets
- Basic and/or remedial training of employees as a prerequisite for other vocational or technical skills training
- Training related to regulatory compliance issues mandated for the workplace

Business Development Public Infrastructure Program (BDPIP)

Contact: Illinois Department of Commerce & Economic Opportunity
620 E. Adams
Springfield, IL 62701
(217) 557-0513 TDD: (800)785-0667

http://www.illinoisbiz.biz/dceo/Bureaus/Business_Development/Grants/bdPIP.htm

Overview:

The BDPIP program is designed to provide grants to units of local government for public improvements on behalf of businesses undertaking a major expansion or relocation project that will result in substantial private investment and the creation and/or retention of a large amount of Illinois jobs. The local government must demonstrate clear need for financial assistance to undertake the improvements. The public infrastructure improvements may include local roads and streets, access roads, bridges, sidewalks, waste disposal systems, water and sewer extensions, water distribution and purification, sewage treatment facilities, rail and air or water port improvements, gas and electric utility extensions, public transit systems and the development and Improvement of publicly owned industrial and commercial sites.

Eligibility:

- Grant eligibility and amounts are determined by the amount of investment and job creation or retention involved.

Large Business Development Program (LBDG)

Contact: Illinois Department of Commerce and Economic Opportunity
Bureau of Business Development
620 E. Adams
Springfield, IL 62701
(217) 514-8449 TDD: (800) 785-6055

Website:

http://www.illinoisbiz.biz/dceo/Bureaus/Business_Development/Grants/lbdp.htm

Overview:

The Large Business Development Program (LBDP) is designed to provide grants to businesses undertaking a major expansion or relocation project that will result in substantial private investment and the creation and/or retention of a large number of Illinois jobs. Funds available through the program may be used by large businesses for bondable business activities, including financing the purchase of land or buildings, building construction or renovation, and certain types of machinery and equipment. Grant eligibility and amounts are determined by the amount of investment and job creation or retention involved.

Eligibility:

- Grants available for businesses undertaking a major expansion or relocation project that will result in substantial private investment and the creation and/or retention of a large number of Illinois jobs
- Contact the Bureau of Business Development to see if your company qualifies

Employer Benefit:

- Incentives for businesses expanding or relocation to Illinois

High Impact Business Program (HIB)

Contact: Illinois Department of Commerce and Economic Opportunity
Bureau of Business Development
620 E. Adams
Springfield, IL 62701
(217) 482-6145 TDD: (800) 785-6055

Website:

http://www.illinoisbiz.biz/dceo/Bureaus/Business_Development/Tax+Assistance/

The High Impact Business Program (HIB) is designed to encourage large-scale economic development activities, by providing tax incentives to companies that propose to make a substantial capital investment in operations and will create or retain above average number of jobs. Businesses may qualify for: investment tax credits, a state sales tax exemption on building materials, an exemption from state sales tax on utilities, and/or a state sales tax exemption on manufacturing equipment purchases, repair and replacement parts.

Eligibility:

- The project must involve a minimum of \$12 million investment causing the creation of 500 full-time jobs or an investment of \$30 million causing the retention of 1500 full-time jobs
- The investment must take place at a designated location in Illinois outside of an Enterprise zone
- The program has been expanded to include qualified new electric generating facility, production operations at a new coal mine or, a new or upgraded transmission facility that supports the creation of 150 Illinois coal-mining jobs, or a newly constructed

Employer Benefits:

- A qualifying High Impact Business May be eligible to receive the following: sales tax Exemption on building materials, an investment tax credit, an exemption from state gas and electric tax, and a state sales tax exemption on manufacturing repair and equipment Repairs and replacement parts
- The Coal/Energy High Impact Business may qualify for sales tax exemption on building materials, an investment tax credit, and exemption from state gas tax on utilities and excise tax on electricity
- A designated High Impact Business located in a foreign trade zone or sub-zone is eligible for additional incentives including an income tax credit for a minimum of five new eligible hires, an exemption from municipal tax on utilities, an exemption from the telecommunications excise tax, and a income tax deduction for financial institutions receiving interest from loans secured by property eligible for the High Impact Business Investment Tax Credit

Long-Term Assistance Tax Credit

Contact: Illinois Department of Employment Security
837 S. Westmore—Meyers Road
Lombard, IL 60148
(630) 495-4345

Website:

<http://www.ides.state.il.us/employer/uitax/credits.asp>

Overview:

The Long-Term Assistance Tax Credit allows employers to reduce federal income tax payments by hiring and retaining a long-term welfare recipient. Members of families on TANF (Temporary Aid for Needy Families) the preceding 18 months earn their new employers up to \$4,000 for their first year on the job and up to \$5,000 for the second year at work. To find qualified tax credit eligible candidates, employers can use the Illinois Skills Match system or contact their nearest IDES office and ask for staff assistance to locate tax credit eligible candidates for job openings.

Eligibility:

Employers hiring an individual:

- Who received family welfare (AFDC or its successor program, Temporary Assistance for Needy Families TANF) for at least the 18 consecutive months ending on the hiring date or
- Whose AFDC or TAND eligibility under federal or state law after August 5, 1997, for applicants hired within two years after their eligibility expired or
- Who received AFDC or TANF for at least 18 months after August 5, 1997, and who has a hiring date that is not more than two years after the end of the earliest eighteen month period.

Employer Benefit:

- Tax credit of as much as \$9,000 for new hires employed 400 or more hours or 180 days is 35% qualified wages for the first year of employment, and 50% for the second year. Qualified wages are capped at \$10,000 per year

Work Opportunity Tax Credit (WOTC)

Contact: Illinois Department of Employment Security
837 S. Westmore / Meyers Road
Lombard, IL 60148
(630) 495-4345

Website:

<http://www.ides.state.il.us/employer/uitax/credits.asp>

Overview:

The Work Opportunity Tax Credit (WOTC) is a tax credit offered to employers hiring and retaining targeted populations. To find qualified tax credit eligible candidates, employers can use the Illinois Skills Match system or contact their nearest IDES office and ask for staff assistance to locate tax credit eligible candidates for job openings.

Eligibility:

Employers hiring:

- A member of a family who received TANF benefits for 9 of the 18 months before the date of hire
- Youth aged 18-39 year-olds living in Enterprise Communities or Empowerment Zones
- Summer employees, 16-17 years old, living in one of the same special areas
- Ex-felons who are hired within one year from date of conviction or date released from prison
- Supplemental Security Income recipients

Employer Benefits:

- The maximum tax credit under WOTC is \$2,400 per new worker, calculated at 40% of the first \$6,000 in wages. The worker must be retained in employment for a minimum of 400 hours to qualify for the full 40 percent credit. New, eligible workers working for 120 to 399 hours earn the employer a 25 percent credit on any wages up to \$6,000.

Illinois Environmental Protection Agency (IEPA)

Land Restoration: Brownfield Cleanup in Illinois

Contact: Office of Brownfield Assistance
Bureau of Land
Illinois Environmental Protection Agency
1021 North Grand Avenue East
Springfield, IL 62794-9276
(217) 785-9407

Website: <http://www.iepa.state.il.us>

The IEPA defines a Brownfield as a parcel of land, or portion thereof that has actual or perceived contamination that impedes its potential for redevelopment. Brownfield sites vary in size, location, age, and past use. These properties can range from a closed gas station to a former multi-acre manufacturing facility. The IEPA offers a variety of programs and loans to help communities and landowners reclaim their property from environmental contamination.

Accion Chicago

Contact: Accion Chicago
3245 West 26th Street
Chicago, Illinois 60623
(773) 376-9004
(773) 376-9048 Fax

Website:

<http://www.iaccionchicago.org>

ACCION Chicago is a non-profit organization that provides credit and other business services to small business owners who do not have access to traditional sources of financing. By encouraging the economic self-reliance of micro-entrepreneurs throughout Illinois, ACCION Chicago strives to help businesses and communities grow.

DuPage County Business Loan Fund

Contact: The DuPage County Office of Economic Development
421 North County Farm Road
Wheaton, Illinois 60187
(630) 407-6670
(630) 407-6701

Website:

<http://www.choosedupage.com>

The purpose of the loan fund is to provide funding to entrepreneurs who wish to develop or expand a business within DuPage County and who are willing to create employment opportunities for low-income individuals. The program provides low interest loans for business development.

Community Reinvestment Fund

Contact: 601 S. LaSalle Suite 510
Chicago, IL. 60605
(312) 360-3300
(312) 360-3333 Fax

Website:

<http://www.somercor.com>

Community Reinvestment Fund, USA (CRF) is a non-profit organization that brings together community development lenders and socially-motivated and market rate investors to increase the amount of capital funneled into economically underserved communities nationwide. CRF can be a great alternative to those borrowers that are good credit risks but simply do not qualify for an SBA 504 loan due to technical reasons. CRF loans can be used to purchase or renovate a building where a business is located; purchase a new building to expand a business; purchase an existing business by a seasoned management team; or restructure company finances.

Illinois Ventures for Community Action (IVCA)

Contact: 3301 Constitution Dr.
PO Box 9285
Springfield, IL 62707
(217)-522-4553
(217)-522-9324 Fax

Website:

<http://www.ilventures.org>

The majority of loans provided by IVCA are through the Community Service Block Grant (CSBG) Loan Program. The CSBG Loan Program is administered jointly by the Illinois Department of Commerce and Economic Opportunity (DCEO), statewide Community Action Agencies (CAAs) and IVCA.

The Program provides long-term, fixed-rate financing to new or expanding companies in exchange for job creation and employment for low income individuals. CSBG funds usually make up between 20-49% of the entire loan project and have a low interest rate of 5% to 7.5%.

The U.S. Small Business Administration (SBA)

The U.S. Small Business Administration (SBA) was created in 1953 as an independent agency of the federal government to aid, counsel, assist and protect the interests of small business. Through an extensive network of field offices and partnerships with public and private organizations, SBA delivers its services to people throughout the United States. The SBA has a variety of products and services to assist small business succeed. They include:

The 7 (a) Loan Guaranty Program:

The 7 (a) Loan Guaranty Program is the SBA's primary loan program. The SBA reduces risk to lenders by guaranteeing major portions of loans made to small businesses. This enables the lenders to provide financing to small businesses when funding is otherwise unavailable on reasonable terms. The eligibility requirements and credit criteria of the program are very broad in order to accommodate a wide range of financing needs.

Low Documentation Loan (LowDoc):

LowDoc offers a simple, one-page SBA application form and rapid turnaround on approvals for loans up to \$150,00 (for loans over \$50,000, you must also provide a copy of U.S. Income Tax Schedule C or the front page of the corporate or partnership returns for the past three years). The SBA will guarantee up to 85 percent of the loan amount. Completed applications are processed quickly by the SBA, usually within two or three business days. Proceeds may not be used to repay certain types of existing debt. Business start-ups, as well as businesses with average annual sales for the past three years not exceeding \$5 million and with 100 or fewer employees, including affiliates, are eligible.

Contact: SBA Illinois District Office
500 West Madison Suite 1250
Chicago, Illinois 60661-2511
(312) 353-4528

Website:
<http://www.sba.gov/il/>

Certified Development

The 504 Certified Development Company (CDC) Program provides growing businesses with long-term, fixed-rate financing for major fixed assets, such as land and buildings. Proceeds from 504 loans must be used for fixed asset projects such as: purchasing land and improvements, including existing buildings, grading, street improvements, utilities, parking lots and landscaping; construction of new facilities, or modernizing, renovating or converting existing facilities; or purchasing long-term machinery and equipment. The 504 Program cannot be used for working capital or inventory, consolidating or repaying debt, or refinancing.

Contact: Somercor 504, Inc.
601 S. LaSalle Suite 510
Chicago, IL 60605
(312) 360-3300
(312) 360-3333

Website:

The Illinois Finance Authority (IFA)

The Illinois Finance Authority (IFA) is a self-financed, state-authorized authority principally engaged in issuing taxable and tax-exempt bonds, making loans, and investing capital for businesses, non-profit corporations, and local government units statewide. As a self-funded agency, IFA receives no general revenue funds from the State of Illinois, and the state bears no liability for the debt IFA issues or otherwise incurs. IFA's operating income is exclusively derived from application and closing fees, interest income, and investment income.

IFA offers a variety of products that assist Illinois businesses, schools, municipalities and non-profits. These include:

Bonds:

- Industrial Revenue Bonds
- Exempt Facilities Revenue Bonds
- Solid Waste Disposable Revenue Bonds
- 501 (3)(c) Bonds
- Local Government Bonds

Loans:

- Participation Loans
- Rural Development Loans
- 501 (3)(c) Leases
- Local Government Leases
- Motion Picture Financing Initiative

Venture Capital:

- Technology Development Bridge

DuPage County Department of Economic Development and Planning

Contact: Jack T. Knuefer Administration Building
421 N. County Farm Road
Wheaton, Illinois 60187
(630) 407-6670

Website:

<http://www.co.dupage.il.us/edp>

Overview:

The DuPage County Department of Economic Development and Planning is the first point of contact for economic development.

Staff communicates regularly with local economic development professionals including municipal and state economic development directors, utility companies, workforce development professionals, and educational institutions throughout the County. This coordination ensures that business Development resources are readily available.

The department provides an array of services and products designed to help businesses expand in or relocate their operations to DuPage County and support local municipal economic efforts.

Employer Benefit:

- Building Permitting
- Highway Permitting
- Roadway Impact Fees
- Waste, Recycling, & Energy
- Zoning
- Contractor Registration
- Green Building
- Transportation Planning
- Public Transit
- Bikeways & Trails
- Stormwater Permitting
- Special Management Areas—Regulations
- Wetlands and Riparian
- Water Quality Best Management Practices (BMP's)

Choose DuPage

The DuPage Regional Development Alliance

Contact: Choose DuPage
2525 Cabot Drive
Lisle, Illinois 60532
(630) 955-2090
(630) 955-2072

Website: <http://www.choosedupage.com>

The DuPage Regional Development Alliance is a groundbreaking concept in economic development for DuPage County. Never before has one organization solely dedicated itself to advancing DuPage County as a premiere business location.

Choose DuPage is a 501C(6) not-for-profit Economic Development Corporation. It is a partnership between business and government charged with advancing the economy of DuPage County.

Choose DuPage strives to accomplish this goal by leveraging public and private resources, supporting local municipal economic development efforts, and promoting DuPage County as a premiere global business location. This means that Choose DuPage will harness DuPage county's unprecedented growth and success over the last two decades and continue to build that momentum for the benefit of County businesses, municipalities and residents.

As the gateway for economic development to DuPage County, Choose DuPage is for all of us who live and work and play in DuPage County.

workNet DuPage

Contact: workNet DuPage Career Center
2525 Cabot Drive, Suite 302
Lisle, Illinois 60532
(630) 955-2030

Website:

<http://www.worknetdupage.org>

Overview:

The workNet DuPage Career Center offers solutions to help your company find quality employees and develop your existing workforce.

Incumbent Worker Training (IWT) Program

Incumbent Worker Training (IWT) Program has funding to assist with the cost of training your existing employees. The type of training that can be funded is occupational training directly related to the specific jobs of the trainees.

Website:

<http://www.lasantucci@worknetdupage.org>

Eligibility:

DuPage County companies in the following industry sectors:

- Healthcare
- Transportation/Warehousing/Logistics
- Manufacturing
- Hospitality/Tourism/Retail

workNet DuPage (continued)

New Hires Training (WIA)

New Hires Training (WIA) has funding assistance for training of newly hired, Workforce Investment Act (WIA) eligible individuals. A wide variety of vocational training including English as a Second Language (ESL) courses, various computer certifications, commercial driver's license programs, and more. We cannot fund programs related to the hiring/orientation process or company specific types of training.

Website:

<http://www.lsanucci@worknetdupage.org>

Eligibility:

- Meet eligibility criteria for WIA funds
- Require training to start their job or
- Need retraining to retain their job

Website:

<http://www.kduda@worknetdupage.org>

Job Posting Services

Job posting services are offered at no cost to your organization. Business Services staff will take your job opening information and disseminate it to a wide range of candidates.

Employer Benefits:

- Online posting at the Illinois workNet portal and the workNet DuPage website
- Job boards at the workNet DuPage Career Center and our satellite resource room in Lombard
- Job binders located throughout the workNet DuPage Career Center
- Workforce Development Division Counselors receive the job lead information and use it to assess and refer appropriate candidates to you
- Our network of agencies, job clubs, schools, etc. are forwarded your job lead. We select and inform those that consist of populations relevant to your open position

workNet DuPage (continued)

Friday Job Fairs

Job Fairs take place on a monthly basis from 12:30 pm to 2:30 pm. Recruiters must register to attend a Job Fair in advance. There are several benefits inherent in the format of our Job Fairs.

Website:

<http://www.crelford@worknetdupage.org>

Employer Benefits:

- Diverse pool of job seekers—at these events you will encounter everyone from customer service individuals to warehouse workers to high-end technical and executive level people.
- Mixture of industries/companies - We arrange for a blend of industries and companies to be represented at each event in order to limit the amount of competition your recruiters encounter from the other recruiters in attendance.
- Smaller, more intimate setting— Events are limited to ten companies because both the job seekers and recruiters benefit from the personalized environment.
- Promotion—These events are promoted externally among various job seeker groups, schools, associations, etc. Once your company registers for a Friday Job Fair, we find out what types of jobs you will be recruiting for, and we advertise at locations we believe will yield appropriate candidates.
- Interviewing/Recruiting space is also available at the workNet DuPage Career Center.

Rapid Response Assistance

Website:

<http://www.rcallaghan@worknetdupage.org>

Rapid Response assistance, in accordance with the Illinois Worker Adjustment and Retraining Notification (WARN) Act, is typically provided prior to a “mass layoff” (50 or more employees) or location closure. However, these services are also available for employers who are experiencing layoffs on a smaller scale.

The Rapid Response team conducts pre-layoff workshops at your place of business. The team presents a variety of relevant information to affected workers regarding Unemployment Insurance, outplacement assistance, WIA funding assistance for job training, etc.

Workers who have been notified of a pending layoff can begin accessing services through the workNet DuPage Career Center immediately.

Business and Professional Institute (BPI)

College of DuPage

Contact: Business Professional Institute
2525 Cabot Drive, Suite 201
Lisle, Illinois 60532
(630) 942-2600
(630) 505-4931 Fax

Website: <http://www.bpi@cod.edu>

The College of DuPage established the Business and Professional Institute to provide business, industry and organizations with assistance in meeting the challenges of the global and local economies. BPI is ready to partner with you to develop and deliver innovative, customized solutions leveraging the resources and expertise of college programs, faculty and staff, who combine both industry experience and teaching skills to meet the needs of working adults and employers.

The goal of BPI is to become your first choice as a partner by exceeding your expectations with high quality innovative solutions developed to improve your organization today and prepare it for the future.

Illinois Small Business Development Center

The Small Business Development Center assists entrepreneurs and small business managers in the areas of business management, marketing, finance and operations.

Illinois Procurement Technical Assistance Center

If you are interested in doing business with the government, or want to improve your current level of government contracting, the Procurement Technical Assistance Center can help. Visit our page to gain access to many local, state and federal government links and resources.

Illinois Homeland Security

The Homeland Security PTAC (HSPTAC) at the College of DuPage offers specialized assistance to existing operations in target industries by identifying market opportunities in Homeland Security. If you are interested in doing business within the Homeland Security market, visit our page to learn whether your company qualifies as "target industry," and gain access to many local, state and federal government links and resources.

Illinois International Trade Center

Free market research and consulting assistance is offered to Illinois companies that are interested in exporting their products or services.

The Business Professional Institute offers many other seminars and training programs. If BPI does not have what you need, contact us and let us partner with you to develop a customized innovative solution.

College of DuPage

Contact: College of DuPage
Career Services Center SRC Rom 1490
425 Fawell Drive
Glen Ellyn, IL 60137

Website:

<http://www.csc@cod.edu>

Overview:

The online Employer services are available for no charge, 24 hours a day, seven days a week

You must register your organization with the College of DuPage office prior to accessing services. Once your registration is approved (you will receive an e-mail containing your password), and you may then use the employer services.

Employer Services:

- Post jobs targeted to College of DuPage students and alumni
- Search resumes of our students and alumni. Our office also serves community residents who may not be students or alumni of our school. When searching for alumni, your results may include community residents
- The Cooperative Education and Internship program staff prepares students to pursue and succeed at internships and co-ops. Qualified students who enroll for academic credit are mentored by a C.O.D. internship adviser and worksite supervisor, which creates an ideal learning partnership leading to career and workforce development

Adult Education and Literacy

Contact: College of DuPage
Adult Basic Education (ABE) and English as a Second Language (ESL)
Pat Coleman, Associate Dean
425 Fawell Dr.
Glen Ellyn, IL 60137

Website:

<http://www.cod.edu>

Overview:

Adult Basic Education services at the College of DuPage offers programs that help adults acquire basic skills they need to be productive workers. Employees can upgrade their basic skills, receive assistance in preparing for their GED, or improve their speaking/communication skills through English as a second language.

Eligibility:

- English as a second language—non-native speakers of English; adults ages 16 years-and-older who are not enrolled in high school
- The Adult Basic Education program (ABE) is designed for out-of-school youth and adults ages 16-and-over with basic education skills below the eighth grade level

Employer Benefits:

- Improve employee performance by improving their reading, writing, math, English language competency, and problem solving skills

Vocational Rehabilitation Program

Contact: Department of Human Services
Division of Rehabilitation Services
2901 Finley Road #109
Downers Grove, IL 60515
(630) 495-0500
TTY: (800) 447-6404

Website:

<http://www.dhs.state.il.us>

Overview:

Businesses who need to hire qualified individuals can utilize the Vocational Rehabilitation Program. The Division of Rehabilitation Services operates a job placement network that pre-screens applicants with disabilities for employers. The Vocational Rehabilitation Program offers a wide variety of support services after a business has hired an employee from the program including:

- Disability awareness training for current workforce to help integrate workers with Disabilities into the workplace
- Educational assistance
- Evaluation and counseling
- Help in making the transition into employment smooth for employer and employee
- Help with assistive devices and interpreter services
- Information on barrier removal and survey of accessibility of business

Employer Services:

- Pre-screened job-candidates
- Post-hiring services for employer and employees to ensure long-term success of workers with disabilities

Illinois Skills Match

Contact: Illinois Department of Employment Security
837 S. Westmore-Meyers Road
Lombard, IL 60148
(630) 495-4345

Website:

<http://www.illinoisskillsmatch.com>

Overview:

Illinois Skills Match (ISM) is an interactive website where thousands of qualified job seekers register every day. ISM allows businesses to describe specific skills and job requirements for which they are seeking with the employer's criteria and generates a list of those individuals. Employers determine whether they want to handle all recruiting, screening and hiring themselves, communicating directly with job seekers, or obtain assistance from the Illinois Department of Employment Services.

Employer Services:

- Online matching of job requirements and preferences with job seeker qualifications
- Recruitment of veterans

Senior Community Service Employment Program

Contact: Northeastern Illinois Agency on Aging
245 W. Roosevelt Rd., Bldg 6, Ste. 41
West Chicago, IL 60185
(630) 293-5990

Website:

<http://www.infor@ageguide.org>

Overview:

The Senior Community Service Employment Program works with adults 55 and over who are interested in part-time employment opportunities. Through this program, the skills and work experience of mature workers are matched with job requirements and employer preferences.

Employer Services:

- Mature and experienced individuals interested in part-time employment

Workforce Development Resources

College of DuPage

Contact: SBDC at the College of DuPage
2525 Cabot Drive, Suite 201
Lisle, IL 60532
(630) 942-2600
(630) 505-4931

Website:
<http://bpi.cod.edu>

The College of DuPage Small Business Development Center (SBDC) is a part of a nationwide support network for the small business community. The SBDC offers counseling services on:

- Business Planning
- Financial Planning
- Marketing Loan Packaging Feasibility studies
- Organization Planning
- Professional Referral Program
- The Entrepreneurs Resource Room

Northern Illinois University

Contact: Northern Illinois University
Business and Industry Services
1120 East Diehl Road, Suite 110
Naperville, IL 60563-1486
(630) 505-4100

Website:
<http://www.niubis.com>

The Business and Industry Services unit of Northern Illinois University based in Naperville Illinois has several employee training programs. They include:

- Basic Employee Skills
- Team Work Building
- Supervisory Development
- Executive Leadership Training
- IT Computer Training
- On Site Technical Skills Training
- Construction Certification Management Training Program
- Dislocated Workers Program

Illinois Institute of Technology

Contact: Ruth Sweetser—Director
Professional Learning and Business Relationships
(630) 862-6020

Website:

[http://sweetser@iit.edu](mailto:sweetser@iit.edu)

Business Services

- Office of Technology Transfer and Intellectual Property
- University Technology Park at IIT
- Service, Education, and Outreach Centers
- Product & Technology Assessments
- Institute of Design Corporate Opportunities
- Center for Research and Service
- Entrepreneurship, Startups

Technology Resources

Argonne National Laboratory

Contact: Argonne National Laboratory
9700 S. Cass Avenue
Argonne, IL 60439
(630) 252-2000

Website:
<http://www.anl.gov/>

Argonne National Laboratory's technology transfer program is directed toward enhancing the Laboratory's research and development programs, meeting federal, national, and international research needs, and increasing the worldwide competitiveness of U.S. Industry. Industrial firms and other organizations (including federal, state and local governments and academic institutions) can benefit from Argonne's know-how and intellectual property in cutting-edge technologies, often leveraging their own in-house capabilities. Argonne can work with these organizations in a variety of ways, including:

- Cost-shared research and development
- Reimbursable R&D (Work-for-Others)
- Licensing
- Technical Assistance
- Personnel exchange

Argonne's Office of Technology Transfer is ready to help you determine how your company can benefit through a relationship with Argonne.

Fermi National Accelerator Laboratory

Contact: Fermilab
P.O. Box 500
Batavia, IL 60510-0500
(630) 840-3000
(630) 840-4343

Website:
<http://www.fnal.gov/>

Fermi National Accelerator Laboratory advances the understanding of the fundamental nature of matter and energy by providing leadership and resources for qualified researchers to conduct basic research at the frontiers of high energy physics and related disciplines.

Fermilab builds and operates the accelerators, detectors and other facilities that physicists need to carry out forefront research in high-energy physics. Fermilab is the largest high-energy physics laboratory in the United States, and is second in the world only to CERN, the European Laboratory

United States Department of Defense

Contact: Department of Defense
Small Business Innovation Research
1-(800)-724-7457

Website:

<http://www.acq.osd.mil/sadbu/sbir>

<http://www.dodsbir.net>

The SBIR/STTR Program stimulates technological innovation in the private sector, by strengthening the role of small business concerns in meeting Federal research and development needs, increasing the commercial application of federally supported research results, and fostering and encouraging participation by socially and economically disadvantaged persons and women-owned small businesses in technological innovation.

Illinois Coalition

Contact: 100 West Randolph, Suite 11-600
Chicago, IL 60601
(312) 814-4942

Website:

<http://www.ilcoalition.org/>

Since 1989, The Illinois Coalition has been the catalyst for strengthening Illinois' economy through science and technology. Whether you are an entrepreneur looking to commercialize a technology or an established business wanting to plug into the Illinois high-tech community, the Illinois Coalition is your one stop information resource.

Technology Research Education and Commercialization Center

Contact: Battelle Memorial Institute
2700 International Drive Suite 201
West Chicago, IL 60185
(630) 845-6545
Or
U. Of I, NCSA
2700 International Drive Suite 305
West Chicago, IL 60185
(630) 845-6584

Website:

<http://www.trecc.org>

TRECC is an Illinois resource with the purpose of linking business, education, and the Department of the Navy with next-generation technology. Services include:

- Technology transfer and commercialization
- Incubation of start-up technology companies
- Demonstrating and promoting emerging information technologies
- New educational applications and learning systems
- Greater knowledge and skills for organizations and individuals

NASA Illinois Commercialization Center

Contact: DuPage Airport
2700 International Drive, Suite 201
West Chicago, Illinois 60185
(630) 845-6510

Website:

<http://www.nasa-illinois.org>

The NASA Illinois Commercialization Center (NICC) provides strategic technology management, Technology access, and commercialization services to Illinois companies. NASA technology enables companies to increase their competitiveness and create substantial economic impact for Illinois.

The NICC assists companies by:

- Identifying and gaining access to NASA technology capabilities to help Illinois companies develop new products and processes
- Providing targeted assistance to early-stage, SBIR, STTR and SDB companies seeking to use NASA technology
- Providing commercialization awards to small companies, including NASA SBIR/STTR Recipients to drive NASA technology into new products and processes
- Building sustained relationships with Illinois companies to facilitate the process of commercialization.

Export Assistance

U.S. Department of Commerce

Contact: U.S. Department of Commerce Government Exporting Portal
Phone: 312-353-8040

Website:

<http://www.export.gov/>

Exporting is essential to the health of the U.S. economy. According to the U.S. Department of Commerce exports support over 11 million jobs in the United States, which pay 15% more than the U.S. average, and in recent years. But this success not limited to large corporations; the number of American businesses sending their goods and services overseas has tripled since 1990, with a full two thirds of that boom coming from companies with fewer than 20 employees. It's become a necessity for any business to export, and those that don't are 9% more likely to fail in any given year than comparable firms that do.

For an overview of your market and industry and an introduction to the world of opportunity that exporting may represent for you and your business contact the following:

College of DuPage International Trade Center

Contact: College of DuPage
International Trade Center
2525 Cabot Drive
Lisle, IL 60532
(630) 942-3052

Website:

<http://www.cod.edu/BPI/>

Funded in part by the U.S. Small Business Administration and the Illinois Department of Commerce and Economic Opportunity, the International Trade Center (ITC) was established in 1989 to assist Illinois companies with their export efforts. The ITC provides assistance to foreign companies interested in sourcing manufactured products from the United States.

Office of Trade and Investment

Contact: 100 West Randolph St.
Suite 3-400
Chicago, Illinois 60601
Phone: 312-814-2828
Fax: 312-814-6581

Website:

<http://www.illinoisbiz.bizommerce.state.il.us/bus/ito/index.html>

The Office of Trade and Investment of the Illinois Department of Commerce and Economic Opportunity (DCEO) is the lead advocate for improving competitiveness in today's global marketplace. The ITO provides a variety of programs to fulfill its mission of creating high quality Illinois jobs through expert development, foreign direct investment and international tourism.

U. S. Small Business Administration

Contact: SBA
International Trade Specialist
Phone: 312-353-8065
Fax: 312-353-8098

Website:

<http://www.sba.gov/il/ildoopportunities.html>

Sponsored by the SBA, Trade Mission Online is a database of American small businesses that seek to export their products. It is also a search engine for foreign companies that seek U.S. business alliances through direct product sales, licensing or franchising agreements.

Utilities

NICOR Gas

Contact: NICOR
 1844 Ferry Road
 Naperville, IL 60563-9600
 Phone: 630-305-9500
 Fax: 630-983-9328

NICOR is the primary deliverer of natural gas to the region and can help any business determine its energy needs. Programs include:

- Custom rate analysis
- Infrastructure verification / coordination
- Technical assistance with energy related issues
- Site visit support and participation

ComEd Electricity

Contact: ComEd Economic Development Department
 10 S. Dearborn, 34th Floor
 Chicago, Illinois 60603
 Phone: 312-394-3037

ComEd is the primary electric delivery service company for Northern Illinois delivering electricity to nearly 300,000 commercial and industrial customers. ComEd's Economic Development provides information and analysis to businesses that are considering moving to DuPage County. Programs include:

- Site Location Assistance
- Financial Assistance
- Electricity Cost Calculations
- Community Profiles
- Brownfield Redevelopment Grants
- Business Retention Visitation Program