



NJ BUSINESS ACTION CENTER

**RESOURCES FOR RECOVERY
& GROWTH**

**MELANIE WILLOUGHBY
EXECUTIVE DIRECTOR**



NJBAC

**New Jersey
Business
Action Center**



NEW JERSEY BUSINESS ACTION CENTER

**“WE ARE FROM STATE GOVERNMENT AND
WE ARE HERE TO HELP YOUR BUSINESS GROW”**

Business Questions? NJBAC Has Answers!

- **The New Jersey Business Action Center (NJBAC)** is a business-first resource that can help you get answers from government agencies, direct you to appropriate officials or contacts, facilitate meetings and follow-ups with regulatory agencies and more, all at no cost and strictly confidential
- **We are a business advocacy team within the Department of State**, dedicated to solving problems and maximizing growth opportunities
- **We are devoted** to the economic vitality and sustainability of businesses across the State
- **We provide guidance and resources** to communities and businesses to thrive
- **“Ask Our Business Experts”** Live Chat Mon-Fri (8am-5pm), 1-800-Jersey-7
 - English and Spanish speaking





LONG HISTORY OF SERVICE TO NJ BUSINESSES

Over Thirty Years of Service to the NJ Business Community

Three Offices Devoted to Business Advocacy

- **Office of Business Advocacy** – Help with real estate site searches, to find the right location whether growing or consolidating, assistance with permitting, workforce training, energy efficiencies, tax incentives, and financing
- **Office of Small Business Advocacy** – From startups to main street, help small businesses access a variety of state & federal resources, answer all their questions, help startups register & get licenses, financing & business planning, mentoring assistance
- **Office of Export Promotion** – Companies interested in global business activities can tap into a number of resources, like creating an export plan, guidance in identifying global export markets, guiding you through foreign custom procedures and providing grants to fund attendance at international trade shows





OFFICE OF STATE PLANNING

Devoted to state planning for future economic growth & sustainability

Coordinates statewide planning to protect the environment and guide future growth into compact, mixed-use development and redevelopment.

Implements the goals of the State Development and Redevelopment Plan to achieve comprehensive, long-term planning; and integrates that planning with programmatic and regulatory land-use decisions at all levels of government and the private sector.

Provides a vision for the future that will preserve and enhance the quality of life for all residents of New Jersey.

Coordinates planning activities and establishes Statewide planning objectives in the following areas: land use, housing, economic development, transportation, natural resource conservation, agriculture and farmland retention, recreation, urban and suburban redevelopment, historic preservation, public facilities and services, and intergovernmental coordination (N.J.S.A. 52:18A-200(f)).





NEW JERSEY MOTION PICTURE & TELEVISION COMMISSION

Devoted to the economic development of the film & television industry

Filming In New Jersey: What You Need To Know

New Jersey is home to 21 counties and 565 municipalities, each having its own unique regulations pertaining to film production. The team at the Commission is well-versed in local regulations and can be an invaluable resource in helping navigate them.

What We Do

As your one-stop, hands-on resource for everything you need to film in New Jersey, the Commission:

- Provides critical information on permits, regulations and insurance requirements
- Helps with the scouting and securing of locations and production services, and maintains comprehensive photo and informational databases to further this effort
- Offers guidance on child labor laws, tax laws, theatrical firearms and pyrotechnical laws, and environmental regulations
- Assists in the procurement of available financial incentives
- Liaises between production companies and all agencies of government and the private sector in order to assure that your experience working in New Jersey is pleasant, productive and cost-efficient.



NJBAC

**New Jersey
Business
Action Center**



SO HOW CAN THE NJBAC HELP YOU?

Think of the NJBAC as Your Connector, Facilitator, Advisor

- **Connects** businesses with the technical assistance needed for fiscal stability and business continuity, like writing a business plan, marketing plan
- **Identifies** critical access to capital and local, state and federal grant and loan programs, like the SBA, EDA, CDFI's, local banks
- **Clarifies** State mandated employee benefits, like earned sick leave
- **Identifies** the licensing and certification requirements needed to operate
- **Guides** municipal officials on best practices for growing the downtown or economic sector of the community
- **Helps** municipal and county officials plan for future growth and economic vitality and sustainability





SO HOW CAN THE NJBAC HELP YOU?

Our team at the NJBAC knows all of the state departments and agencies and outside organizations that can directly answer your question, solve your problem, and provide you with resources and technical assistance

NJBAC connects you with:

- New Jersey Economic Development Authority
- New Jersey Treasury Department
- New Jersey Department of Labor and Workforce Development
- NJ Consumer Affairs Division
- New Jersey Department of Community Affairs
- New Jersey Department of Environmental Protection
- New Jersey Small Business Development Centers
- Programs available from your County or Municipality





www.business.nj.gov



- **Plan, Start, Operate, Grow** content crafted around where you are in your journey as a business.
- **Robust search function** providing immediate targeted answers.
- **Business Starter Kits** – jump start your development with one of these kits: food trucks, online commerce, cleaning services, and restaurants
- **Create a Business Plan** – Step by step process provided to help craft game plan, hone product, understand customer base and guide decision-making to set up business for success.
- **Filings and Accounting** – Find due dates for important license renewals, tax statements, and reporting forms, as well as information on how to file annual reports and access Premier Business Services.
- **Contract with the State** – Step by step process for many opportunities for a wide variety of business sectors to do business with the State.
- **Over 100 FAQs** detailing important state agency services for businesses.
- **Live Chat, powered by NJBAC Business Experts** – making contact with state government very easy.





SIGN UP FOR STATE BUSINESS ENEWS

Sign up for the Business.NJ.gov Update to stay up to date with the latest State programs and news likely to affect your business.

Go to www.Business.nj.gov to sign up to receive the weekly enews. Brought to you by:



Office of the Governor,
State of New Jersey



New Jersey Business
Action Center



New Jersey Economic
Development Authority




New Jersey State Office
of Innovation






BUSINESS CHECKLIST



STARTING A NEW BUSINESS CHECKLIST

YOU HAVE A GREAT IDEA FOR A NEW BUSINESS. WHAT'S NEXT?

- Research the industry you are interested in using free resources such as the [U.S. Census Bureau](#) and the [business or hobby tool from the IRS](#).
- When you are ready to move forward, it's time to decide on your business structure. According to the IRS, the most common forms of business are the sole proprietorship, partnership, corporation, and S corporation. A Limited Liability Company (LLC) is a business structure allowed by state statute. Legal and tax considerations enter into selecting a business structure. Use this [IRS tool](#) to learn about each type of business structure. You can also learn more from the [Small Business Administration \(SBA\) tool](#).
- Now, it's time to [write a comprehensive business plan](#), including an executive summary, company description, description of your products and services, a market analysis, a plan for overall strategy and implementation, information on the organization and management team and financial plan and projections. Check out [business.nj.gov](#) for a business plan template.



- Although not required, a new business should take advantage of the taxpayer-supported services available from the [New Jersey Small Business Development Center Network](#). The network consists of 12 regional offices that provide business counseling at no cost. They can help you write or review your business plan.

You can download your copy of “Starting A New Business Checklist” available in both English & Spanish and share with your colleagues.

<https://www.nj.gov/state/bac/assets/pdf/nj-new-business-checklist.pdf>





IMPORTANT WEBSITES & NJBAC HOTLINE

New Jersey Business Action Center <https://www.nj.gov/state/bac/>

Business Helpline: 1-800-JERSEY-7

Ask our Live Chat
www.business.nj.gov/

NJ Business Website
www.business.nj.gov

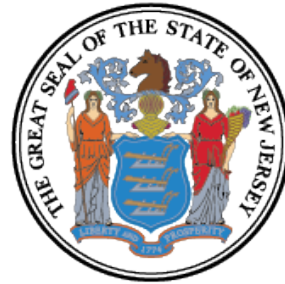
COVID-19 Business Website
www.business.nj.gov/covid

Melanie Willoughby, Executive Director
Melanie.Willoughby@sos.nj.gov



NJBAC | New Jersey
Business
Action Center

Thank You



NJBAC

New Jersey Business Action Center

Business Helpline: 1-800-JERSEY-7



@nj_bac



/company/new-jersey-business-action-center