

**From:** BusinessUSA <business@subscriptions.usa.gov>  
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Four questions to ask

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#### **Four Questions to Ask Before Exporting**

How do you know if your company is “export-ready?” Here are [four key exporting questions](#) to answer before taking the next step.

#### **Are Your Employees on the Same Page?**

Do you find yourself spending time answering questions from employees about company policies and procedures? Or is the problem that you don’t have any guidelines in place?

Create an employee handbook to clear up questions workers may have about important internal processes. [Here’s a list of the most important issues](#) to cover.

#### **Supporting and Growing Tomorrow’s Business Leaders**

Are you a small business C-level executive in a challenged community? You may be eligible for a free special training and networking program from the SBA!

The [Small Business Administration \(SBA\) Emerging Leaders Program](#) helps executives of existing small businesses in historically challenged communities grow their operations by providing them with the organizational framework, resource network, and other tools needed to build sustainable companies.

During the seven-month program, participants are given the opportunity to work with experienced mentors, attend specialized workshops and develop connections with their

peers, city leaders, and the financial community.

Classes start in April 2015 at participating SBA District Offices around the country. So after learning about [eligibility requirements](#), be sure to [register your interest in the program](#) by submitting this form. You can also [watch this video to learn more](#) about the SBA Emerging Leaders Program.

### Calling All Inventors and IP Advocates

Are you an inventor, or are you someone who is interested in intellectual property (IP) and patent issues? The U.S. Patent and Trademark Office (USPTO) is holding a free [Patent Quality Summit on March 25-26](#). The Summit is an opportunity for the public to provide input on how the USPTO can best prosecute IP infractions, streamline patent processes, and ensure the issuance of the highest quality patents. [Register](#) to attend in person at USPTO headquarters in Alexandria, VA or via an online webinar.

### Go Exploring

Planning to expand your business in a specific U.S. city, county or state? Then you may want to know how the local economy or your customer base may be changing or what the sales tax rate is. If so, you'll want to check out the [National Association of Counties' \(NACO\) interactive County Explorer tool](#) and drill down on a huge amount of geo-specific data. This handy online tool includes city or county-specific information on issues and trends including household income, education and employment levels, housing, demographics, taxes, local and federal government funding including transportation spending, and more.

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