MAINE DEPARTMENT OF LABOR
Bureau of Unemployment Compensation

Approved Business Training Programs for MEO Participants

The Commissioner of Labor has approved the following list of training programs and workshop/seminar sponsoring agencies for participants of the Maine Enterprise Option Program.

As a MEO participant you are required to attend one of the approved training programs listed below. Please note that while you may choose the training program that best meets your needs, you will be responsible for paying any fees or tuition charges and meeting any other admissions requirements of the training provider.

Schedules for training and workshops listed below as well as other business information is available on-line: *www.mainebusinessworks.org*.

On-line training and information designed specifically for micro-businesses and start-ups can be found at http://www.mainebusinessworks.org/micro/.

- **Top Gun Prep**, a webinar brought to you by Maine Center for Entrepreneurial Development and Target Technology that enables *any* Maine entrepreneur to learn how to dramatically increase speed and decrease risk building their startup. Each webinar topic will focus on various topics such as, Customer Development, Revenue Streams and Business Model Innovation. For information (including available scholarships) visit *http://www.topgunmaine.biz/* or call 207-774-8111.

- **Incubator without Walls** business training is based on NxLevel Business Plan Basics and is coordinated through Penquis Community Action, Maine Stream Finance and WHCA DownEast Business Alliance. This training is appropriate for those in the early stage of self-employment and existing microbusinesses as they determine next steps for growing their businesses. For more information: Penquis Community Action. 1-800-215-4942. www.penquis.org. http://www.whcacap.org/business-assistance/iww.php or http://mainestreamfinance.org/IWW-Incubator-Without-Walls.html

- **New Ventures™** is offered by Women, Work, and Community. It is based on the development of a written business plan and entrepreneurship skill building. New Ventures has been a UI approved training for several years and offers three academic credits for those who successfully complete the class through UMA. This training is appropriate for start-up microenterprises and those seeking to become self-employed. For more information: Women, Work, and Community, 46 University Drive, Augusta, ME 04330-9410. (207) 621-3440. www.womenworkandcommunity.org. (*No fee. Application required)*

- CEI's **Women's Business Center workshops** and seminars cover a range of topics, including e-commerce and QuickBooks, mostly geared towards existing and growing small and micro-businesses**.** The WBC is supported in part by the Small Business Administration. For more information: Coastal Enterprises, Inc., 36 Water Street, Wiscasset, ME 04578. (207) 882-7552. mwbc@ceimaine.org (*No fee. Registration required*)

- **The Basics Of Starting a Business** is a three part seminar sponsored by Maine Centers for Women, Work, and Community and developed in partnership with CEI's Women's Business Center. It is intended for those in the initial planning stages of a business. For more information: Contact MCWWC. See above. (*no fee. Registration required*)

- **Maine Small Business Development Centers** offers workshops/seminars on special topics, often in partnerships with banks, other federal agencies or local economic development organizations through eight regional offices. For more information: Maine Small Business Development Centers, 501 Forest Avenue, Portland, ME 04103-9300 Phone: (207) 780-4420 Fax: (207) 780-4810 http://www.mainesbdc.org/locations.cfm; email: mainesbdc@usm.maine.edu *(No fee. Registration requested)*

- **SCORE** (Service Corps of Retired Executives) sponsors workshops/seminars through local chapters. For more information: SCORE, 40 Western Ave., Augusta, ME (207) 622-8509. www.score.org *(minimal fee charged)*

- **University of Maine Cooperative Extension Service** offers workshops/seminars, often focused on home-based enterprises. For more information: Cooperative Extension, 106 Libby Hall, Orono, ME 04469. 1-800-287-0274. www.umext.maine.edu

- Business courses or classes at **accredited public and private post-secondary schools.** For more information: Finance Authority of Maine 1-800-228-3734, Maine Educational Opportunity Center 1-800-281-3703. Ask for the Postsecondary Guide of Maine.