

Dear Frontline Community Partners,

Thank you for your commitment! As a Frontline Community Partner you will be providing services you already deliver to help small businesses survive and grow in these challenging times, via a centralized coordinated effort. Our collective action will address immediate and on-going recovery needs, critical to the survival of our small businesses.

Assuming all your information has been received, you have been activated and are included in the [BizHelp.Miami](https://bizhelp.miami.gov) website. For reference, following are activation steps.

1. **Frontline Partner provides information** (org. name, contact person, e-mail address, services offered) which is placed on the new portal with key words
2. **Businesses are matched** with organizations based on need and key word search on the new BizHelp.Miami website.
3. **Businesses receive matching organizations'** name, link, contact e-mail, and service description
4. **Frontline Partners assist businesses** with their need
5. **Frontline Partners provide quick feedback** on # of clients helped (link to be provided)

As we are experiencing the COVID-19 challenges day by day, the duration of your role as a Frontline Community Partner is a best estimate of three months. As to capacity, if you find that the demand exceeds your capacity please let us know immediately and we will adjust referrals.

We hope you have had a chance to visit the [BizHelp.Miami](https://bizhelp.miami.gov) website which serves as a resourceful tool during this crisis. We engage in your areas of expertise, build capacity by virtue of our collective resources, and deliver as one community to and for our small businesses. Thank you for joining the frontline and taking action.

Your Partners at Miami-Dade Beacon Council

If you have not already done so, following are steps to getting on-board as a Frontline Community Partner. Please provide your...

- Organization name, logo, contact person & e-mail address, website link (will be included on the site)
- List of services offered - this information will be used as Keywords to link organization profile to services. (categories – Loan Packaging, Micro-Funding, Procurement, Tech Maximization, Growth Marketing, International Business)
- Your logo (optional) – to be included on Phase II of the site (org. name and link included immediately)
- Send your info. to tmorales@beaconcouncil.com with a cc to the person who recruited you