

The Business Proposal should include:

1. Identify what you perceive to be an issue or problem for their business.
This could be something you observed as a customer, an article you read about their business or information you received from an employee. It could be an idea you had to increase their customer base, improve safety for their customers, shorten production time, or to give better customer service and satisfaction.
2. Explain your idea as to how this problem or issue could be addressed.
3. Provide a description of *someone you know who could fill the proposed position. Include salary requirements, both short and long term, giving the person time to work on probation or as a trial period.
4. Enclose a list of references
5. Let the employer know how to contact you and when you will be in contact with them.

This approach is not for everyone, it takes time, creativity and diligence to make this work. It also means you need to be able to approach employers with confidence and commitment to your idea. *Knowing an individual and their abilities, will dictate how much the job developer will need to assist in the process. Some clients may be able to do this on their own with little assistance, while others will need the job developer to develop the proposal and present it to the employer on their behalf. In any case, the client needs to be completely involved and in agreement and committed to the plan.

Look at the following examples and evaluate what might be missing and/or how they could be improved. What do you think would be the chances of someone succeeding in getting these accepted and why?