

Trends

No Data Available

Legend:

▲ Increase,
 ▼ Decrease,
 ↔ Steady

Key Performance Areas

No Data Available

Productivity

No Data Available

Legend:

▲ Improving,
 ▼ Worsening,
 ↔ Maintaining

For more information on administrative key, and productivity measures, go to www.vaperforms.virginia.gov/agencylevel/index.cfm

Background & History

The Virginia Department of Business Assistance (VDBA) was created on July 1, 1996 when the activities of the then Virginia Department of Economic Development were divided between the VDBA and the Virginia Economic Development Partnership (VEDP). Sections 2.2-900 through 904 of the Code of Virginia directs VDBA to serve as the liaison between "business and state government in order to promote the development of Virginia's economy." The VDBA is to:

1. Provide for training or retraining of individuals for specific employment opportunities at new or expanding business facilities in the Commonwealth;
2. Develop and implement programs to assist small businesses in the Commonwealth in order to promote their growth and the creation and retention of jobs for Virginians;
3. Establish an industry program that is the principal point of communication between basic employers in the Commonwealth and the state government that will address issues of significance to business;
4. Make available to existing businesses, in conjunction and cooperation with localities, chambers of commerce, and other public and private groups, basic information and pertinent factors of interest and concern to such businesses;
5. Develop statistical reports on job creation and the general economic conditions in the Commonwealth; and
6. Create a comprehensive permitting program to serve as a single access point to aid entrepreneurs and existing businesses in filling out permit applications associated with establishing and expanding business in Virginia.

Primary Product & Services

VDBA's most visible and widely used products and services include Business One Stop, Business Information Services, the Virginia Jobs Investment Program and the Virginia Small Business Financing Authority (VSBFA). During fiscal year (FY) 2012, the agency:

- Hosted 160 events, provided one-on-one counseling to 655 businesses and serviced 30,000 clients.
- Worked with 576 companies and created or retrained 11,091 jobs.
- Made 95 new loans worth over \$12 million.
- VSBFA had 7 bond issuances totaling over \$543 million.

VDBA provides services through Business Information Services, the Virginia Jobs Investment Program and the Virginia Small Business Financing Authority. The agency anticipates providing the same types of products and services in the future, but will continue to make changes in how it delivers its products and services for several reasons including: number of businesses that need assistance with job creation, number of individuals that require help in starting their own business, and small businesses that require working capital for their business.

Customer Base

The demand for services provided by Virginia Department of Business Assistance (VDBA) has increased with the expansion of its customer base. Because traditional manufacturing is declining in Virginia, VDBA is increasing its efforts to create jobs and capital investment in the Commonwealth by supporting the formation, stabilization, growth and expansion of businesses and in particular small businesses. Additionally, as the population of Virginia becomes more diverse, so does the business community and the challenges this creates. VDBA is developing strategies to insure that its programs and services assist with these challenges and that all of its programs and services are accessible to all Virginians.

The lengthy economic recession and credit crisis have caused an increase in entrepreneurship and an increased need for access to capital for new and existing businesses alike. As the economy flattens and then makes its way toward recovery, VDBA will see an increased need for the services it provides in these areas.

Agency Executive Progress Report

VDBA expects to see increased activity as the economy recovers. In the short term, VDBA expects increases in certain areas of service and steady improvements in other areas. Long term, VDBA anticipates an increase in all services provided by VDBA to companies, both small and large, and to individuals looking to start their own business.

Customer Listing

No Data Available

Key Agency Statistics

The following statistics provide a comprehensive snapshot of the various activities carried out by VDBA that promotes the development of Virginia's economy.

Finances

Fifty-nine percent (59%) of the Virginia Department of Business Assistances's (VDBA) general fund (shown below) are used for program grants associated with the Virginia Jobs Investment Program. The remainder of the general fund supports the Business Information Services programs, the Virginia Small Business Financing Authority, and the agency's administration.

Fund Sources

No Data Available

Revenue Summary Statement

The agency's revenue consists of both general fund dollars and nongeneral fund dollars. The nongeneral funds are not annual appropriations, but are one-time federal and state funds and funds from partner state agencies for specific financing programs.

Key Risk Factors

Several factors will have a significant impact on the agency over the next few years.

Workforce: The Virginia Department of Business Assistance (VDBA) has several employees that will be eligible for retirement in the next few years. One Virginia Jobs Investment Program (VJIP) Senior Project Manager has retired. The Administrative Assistant and two more Senior Project Managers are also eligible for retirement. The retirement of these employees will represent a loss of institutional knowledge of the programs that VDBA runs.

Credit: With the credit crisis and recession, credit has been difficult for businesses to access. Demand for government support for small businesses has increased. Equity and working capital financing are needed.

Economy: With a weak economy, followed by uncertainty with federal budget cuts, the number of projects that VJIP runs will be lower than in previous years. The number of jobs created may also decrease as a result of fewer projects.

Performance Highlights

Agency Executive Progress Report

VDBA had a break through year for BIS and VSBFA. BIS organized over 160 events and made contact with 30,376 clients. In 2012, the number of people attending the Entrepreneur Workshops and the Growing Sales Seminars increased over FY2011. The One on One Counseling sessions have been valuable to VDBA clients. BIS conducted 655 sessions in over 45 different parts of the Commonwealth.

VSBFA also had a breakout year. New loans approved were higher in FY12 than in FY11 due to the increased marketing efforts by VDBA for the Loan Guaranty Program.

While VJIP worked with fewer projects, the overall jobs created or retrained slightly increased.

Performance Measures

Management Discussion & Analysis

General Information about the Ongoing Status of the Agency

The Virginia Department of Business Assistance (VDBA) will continue to support economic development in Virginia by working with new and existing businesses to provide workforce incentives, debt financing products & technical support, and business information to businesses as they move through the business life cycle. VDBA is focused on providing resources and reducing costs for businesses to start-up, sustain it and grow. VDBA has improved services through the use of technology and Business One-Stop. Business One-Stop currently links seven agencies together to streamline the process of starting a new business. Any client data collected for one form can be used for all forms, thus reducing duplicative data entry for the business client. VDBA will also start a new program aimed at jumpstarting investment. The Small Business Investment Grant Fund will give investors 10 percent of their investment in small businesses.

The Department will continue to improve and expand its programs and services, particularly those that support small business, as resources become available.

Information Technology

VDBA is working to increase the functionality of Business One-Stop by adding more agencies to Business One-Stop to make it a truly one stop place for businesses to get resources on how to start their business. A community online forum was also put in place for individuals who need answers and can be answered by the community as a whole. More agencies are looking to add their links to Business One Stop and VDBA will continue to work with agencies who want to add their links to the Business One Stop portal.

Workforce Development

In the next 5 years, VDBA will have employees who will be eligible for retirement. Many of them are in supervisory or management roles. VDBA must be able to adapt and transfer responsibilities seamlessly to other staff. In FY12, a supervisor in VJIP retired. The transfer of his duties and projects went seamlessly to another Project Manager and Senior Project Manager. VDBA must use training that involves succession planning for all divisions within the Agency.

Physical Plant

The Department of Business Assistance has three offices throughout the Commonwealth. The main office is located at 1220 Bank Street, Richmond, VA, 23219. Most of VDBA's staff works at this location. However, the Department also has another office in Abingdon, with two VDBA staff members. The other location is in Roanoke where a staff member works from a leased office. VDBA has two staff members working from a home office. One is in Staunton, VA and the other is in Northern Virginia. The employee in Northern Virginia is a P-14.