

## Community Economic Development Information Package – Contents Checklist Business Attraction Toolkit for BC Communities

<b>Community Economic Development Information Package Contents Checklist</b>	<b>Already Available</b>	<b>Not yet Developed</b>
<p>1. <b>Community Profile</b>, including the following information:</p> <ul style="list-style-type: none"> <li>• Community overview including maps and photos</li> <li>• Demographic data</li> <li>• Largest employers</li> <li>• Labour force data by industry, occupational category, and education levels</li> <li>• Wage rates for key occupations</li> <li>• Transportation, infrastructure and services</li> <li>• Industrial lands and properties</li> <li>• Principal tourism attractions and facilities Cultural and recreational amenities</li> <li>• Housing information (types available, average price levels/trends)</li> <li>• Taxation information</li> <li>• Utilities and services</li> <li>• Governments</li> </ul>		
2. Any information and documentation (if not included above) that identifies what makes your community unique and different from others in your region, in BC, in Canada, and internationally		
3. Local and/or regional Business Directory (usually provided by municipality, Chamber of Commerce or Board of Trade)		
4. Local and/or regional community organizations, associations and service clubs directory (if not part of Community Profile)		
5. Official Community Plan, contact information for key community representatives, and the community’s Annual Report (if available)		
6. Community economic development strategy or economic development objectives/priorities		
7. Economic sector documents/data and/or feasibility studies, where available, for the type of business the investor wishes to invest in		
8. Community promotional brochures and videos		
9. Local and regional visitors guides and brochures on local tourist attractions and accommodation facilities		
10. Detailed community maps, including Official Plan and zoning map		
11. Brochures/promotional materials of primary local employers, particularly those in similar industries or sectors to the investor’s business		
12. Customized information to address the business needs of the prospective investor		
13. Examples of community and business success stories to profile businesses that have thrived after locating in your community		